

	Unit ID: 286
Domain	HOUSEKEEPING OPERATIONS
Title:	Establish and maintain garden areas in a hospitality establishment
Level: 3	Credits: 6

Purpose

This unit standard specifies the competencies required to establish and maintain garden areas in a hospitality establishment. People credited with this unit standard are able to: prepare for work; establish garden areas; and maintain garden areas.

Special Notes

1. Entry information

Prerequisite:

- Unit 42 *Follow workplace health, safety and hygiene procedures in a hospitality establishment* or demonstrated equivalent knowledge and skills.

2. Assessment evidence may be collected from a real workplace or simulated workplace in which there is a high degree of realism that replicates a commercial workplace setting. Where a simulated workplace is used, candidates must:

- be placed under realistic time pressures
- use commercial equipment for both training and assessment

There must be documented evidence of multiple occasions where the candidate has provided services for the establishment.

3. Operators of mechanised equipment must have undertaken training and where appropriate, hold the relevant licence, permit or certificate and be recognised as competent for the class of machinery being used.

4. All inspection, operation and maintenance procedures associated with the use of tools and equipment shall comply with establishment procedures and manufacturer's instructions.

5. Glossary

- *Garden areas* refers to amenity or decorative gardens and/or vegetable production and/or herb gardens.
- *Materials* refers to items such as weed-mats, pegged matting, fertilisers, composts, rocks, border materials, etc.

- *Tools and equipment* refers to such things as manual and small power tools, mower, whipper-snipper, tree pruner, pick, shovels, rakes and bars, wheelbarrows, small-scale mechanical plant (such as a Bobcat), hoses, sprinklers and irrigation systems.
 - *Establishment requirements* or procedures means any policy, procedure, or agreed requirements, either written or oral, that specifies the tasks to be performed by a worker during the normal course of his or her employment in a hospitality establishment.
 - *Safe working practices* include day to day observation of safety policies and legislative requirements.
 - *Specifications* refers to any, or all of the following: manufacturer's specifications and establishment specific requirements.
2. Regulations and legislation relevant to this unit standard include the following:
- Labour Act No 11 2007 as amended
 - Tobacco Products Control Act No 1 of 2010
 - Nature Conservation Act No 5 of 1996
 - Forest Amendment Act No 13 of 2005
 - The Social Security Act 1994
 - Regulations relating to the Health and Safety of employees at work, 1997
 - Municipal by-laws
- and all subsequent amendments to any of the above.

Quality Assurance Requirements

This unit standard and others within this subfield may be awarded by institutions which meet the accreditation requirements set by the Namibia Qualifications Authority and the Namibia Training Authority and which comply with the national assessment and moderation requirements. Details of specific accreditation requirements and the national assessment arrangements are available from the Namibia Qualifications Authority and the Namibia Training Authority. All approved unit standards, qualifications and national assessment arrangements are available on the Namibia Training Authority website www.nta.com.na

Elements and Performance Criteria

Element 1: Prepare for work

Range

Work instructions may include but are not limited to landscape establishment requirements, relevant staff and management, local government guidelines.

Environmental factors include but are not limited to work conducted in restricted spaces, exposed conditions, open environments, water, electricity.

Performance Criteria

- 1.1 Work instructions are analysed to identify scope of work and resources required to establish garden in line with establishment procedures.
- 1.2 Environmental protection requirements are identified and applied in line with environmental and regulatory obligations.
- 1.3 Material type and quantity requirements are identified and calculated in accordance with plans and/or specifications.
- 1.4 Tools, equipment and materials required are identified, obtained, prepared, safely handled and located, ready for use.
- 1.5 Vegetation to be removed is identified to ensure clear access to site, taking into account environmental factors and establishment procedures.
- 1.6 Safety signs and protection barriers are placed to ensure safe access to worksite in line with establishment safety procedures and with a view to minimising unnecessary inconvenience to guests.
- 1.7 Safe and efficient access to site is established to ensure safe working conditions and uninterrupted workflow and with a view to minimising unnecessary inconvenience to guests.

Element 2: Establish garden area

Range

Hazards may include but are not limited to wires and cables, water hose pipes, falls, slips, lifting and moving heavy objects, gardening materials (including glass, stones, metals), tools, plant and equipment, obstructions (including furniture, garden fittings and fixtures), chemicals.

Plants include but are not limited to grass, creepers, flowers, shrubs, trees, potted plants, herbs and vegetables (both seeds and transplants).

Ancillary services may include but are not limited to water articulation and irrigation, electrical services, mowing, gardening services.

Unexpected situations may include but are not limited to unexpected weather conditions, equipment malfunction, safety problems, animals, reptiles and pests.

Performance Criteria

- 2.1 Potential hazards and safety risks are identified and minimised in line with establishment procedures.
- 2.2 Unwanted vegetation and any illegal plants, waste and materials are removed and disposed of in line with establishment procedures.
- 2.2 Any earthworks and excavations are carried out safely in line with job requirements.

- 2.3 Plants and gardening materials are assembled, placed and/or planted according to plan or site requirements.
- 2.4 Ancillary services are installed or arranged, where required, to enable effective maintenance of the established garden.
- 2.5 Unexpected situations are dealt with in line with establishment procedures.
- 2.6 Site is cleaned in line with job requirements.

Element 3: Maintain garden areas

Range

Garden maintenance may include but are not limited to harvesting, pruning, weeding, cutting, mowing, seeding, replanting, watering, repairs.

Remedial action may include but are not limited to application of appropriate fertiliser or poison.

Performance Criteria

- 3.1 Site is cleaned in line with job requirements.
- 3.2 Garden areas are maintained in line with plans and establishment requirements.
- 3.3 Maintenance schedule is developed and implemented to ensure garden areas are maintained.
- 3.4 Remedial action or refinements are identified and implemented in line with establishment procedures.
- 3.5 Sites are left clean in line with job requirements and establishment procedures.

Registration Data

Subfield:	Hospitality and Tourism
Date first registered:	29 March 2007
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