

Ensure Accurate Cleaner Job Classification for PWM and Training Compliance



Why is it important ?

- **Classification determines wage:** Correct sub-sector and job title classification ensures that you pay cleaners appropriate PWM wages.
- **Applicable training modules:** Job titles dictate which training courses cleaners must complete for your business to meet training requirement.
- **Compliance consequences:** Non-compliance with PWM wages and/or training requirement results in enforcement action (e.g., Financial Penalty).

How to determine job title?

- A cleaner's job title is based on the duties they perform for at least 50% of their working hours.



- ❖ Supervisors and operation managers should inform HR of any changes to cleaners' duties so that HR can assess whether wage adjustments are required.
- ❖ Job title and duties must be specified in the Employment Contract and updated whenever changes occur.

Meet Jason - Can You Classify Him Correctly?

Jason's daily routine at a condominium: 8 hours of hard work:

 3 hours: Cleaning indoor spaces (lift lobby, staircase)

 5 hours: Cleaning outdoor spaces (open carpark, playground)

Which sub-sector does Jason belong to? Is he an Indoor Cleaner or Outdoor Cleaner?



Your Answer Determines:

- ✓ His correct PWM wage
- ✓ His required training courses
- ✓ Your compliance status

The 50% rule holds the key...

Answer: Jason falls under the Office and Commercial sub-sector and should be classified as an Outdoor Cleaner, since he spends more than 50% of his working hours (5 hours) cleaning outdoor spaces.

