

Title	Diagnose faults, open, and service safes		
Level	4	Credits	20

Purpose	People credited with this unit standard are able to: diagnose faults in safes; service safe mechanisms and locks; open safes; clean, lubricate, and adjust safe mechanisms; and complete work.
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Classification	Mechanical Engineering > Locksmithing
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Available grade	Achieved
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Guidance Information

- 1 Unit 12925, *Demonstrate knowledge of locksmithing ethics* is recommended for entry into this unit standard.
- 2 References and legislation
Health and Safety at Work Act 2015.
Private Security Personnel and Private Investigators Act 2010.
- 3 Definitions
Accepted industry practice refers to codes of practice and standardised procedures accepted by the wider locksmithing industry as examples of best practice.
Safes are a lockable container with increased physical protection levels. They may include in-floor safes, fire resistant safes, wall safes, safety deposit boxes, gun cabinets, domestic safes, commercial safes, strongrooms or porta-vaults.
Workplace procedures refer to the procedures used by the organisation carrying out the work and applicable to the tasks being carried out. Examples are – standard operating procedures, safety procedures, equipment operating procedures, codes of practice, quality management practices and standards, procedures to comply with legislative and local body requirements.
- 4 Assessment information
All activities must comply with applicable workplace procedures and must be consistent with accepted industry practice.

Outcomes and performance criteria

Outcome 1

Diagnose faults in safes.

Range hard bodied, data, record protection.

Performance criteria

- 1.1 Safe type is identified.
- 1.2 Lock type and associated information is identified from appropriate sources.
- 1.3 Faults in safe are identified.
- Range may include – key lock, combination lock, digital lock, electronic locks, hinging mechanism, bolt work, secondary relocking devices.

Outcome 2

Service safe mechanisms and locks.

Range locks include but are not limited to – lever key lock, mechanical combination lock, electronic lock;
mechanisms include – hinges, bolt work, secondary relocking devices.

Performance criteria

- 2.1 Safe mechanisms are disassembled without damage to parts.
- 2.2 Safe mechanisms are reassembled without damage to parts.
- 2.3 Mechanical locking systems are tested for functionality.
- 2.4 Locking mechanisms are disassembled and reassembled without damage.
- 2.5 Servicing requirements are established following examination and testing of locking system.
- Range part replacement, part repair, adjustment.
- 2.6 Repair and replacement actions are taken to meet the customer's security and operation requirements.

Outcome3

Open safes.

Performance criteria

- 3.1 Appropriate method for opening safe is determined.
- Range may include – repair key, pick, manipulate, impressioning, drill, bypass.
- 3.2 Safes are opened using chosen method.
- 3.3 Safe's integrity is restored.

Outcome 4

Clean, lubricate, and adjust safe mechanisms.

Performance criteria

4.1 Lock and door mechanism is cleaned.

Range hinges, boltwork, relockers.

4.2 Appropriate lubricant is selected and applied.

Range lubrication points include – lock mechanism, hinges, bolt work, secondary relocking devices.

Outcome 5

Complete work.

Performance criteria

5.1 Adjustments are made to the safe mechanisms and their operation checked for conformance to specifications.

Range mechanical locking systems, hinging, bolt work, secondary relocking devices.

5.2 Painting or surface finishing work is carried out.

5.3 Waste and excess materials are removed and worksite left in a clean and tidy condition.

5.4 Customer is advised of work undertaken, further recommended actions, and any other relevant information.

Planned review date	31 December 2023
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	24 March 1998	31 December 2018
Review	2	29 July 2002	31 December 2018
Review	3	19 May 2006	31 December 2022
Review	4	1 March 2018	N/A

Consent and Moderation Requirements (CMR) reference	0013
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Competenz qualifications@competenz.org.nz if you wish to suggest changes to the content of this unit standard.