

Title	Service and repair locking devices		
Level	4	Credits	10

Purpose	People credited with this unit standard are able to: diagnose locking device faults and determine repair action; disassemble and reassemble locking devices; repair and replace locking device parts; lubricate locking device components; and carry out completion work.
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Classification	Mechanical Engineering > Locksmithing
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Available grade	Achieved
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Guidance Information

- 1 Legislation
Health and Safety at Work Act 2015.
- 2 Definitions
Accepted industry practice refers to codes of practice and standardised procedures accepted by the wider locksmithing industry as examples of best practice.
Locking devices refers to the complete lock. It includes the lock hardware, any furniture (handles) and the key mechanism. For the purpose of this unit standard, locking devices include those typically found in the home, commercial, or industrial environments.
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.
- 3 Range
Evidence is required for service and repair of the following items of lock hardware – rim lock, mortise lock, sliding door lock, screen door lock, padlock, auxillary lock, key-n-knob, deadbolt; and must include any six of the following types of lock and key mechanisms – pin, wafer, lever, disc, warded, mechanical code, electronic, master keyed.
- 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 locking device faults and determine repair action.

Performance criteria

1.1 Locking device fault is diagnosed according to manufacturer's specifications.

Range wear, alignment, lock operation.

1.2 Remedial action is determined.

Range may include but is not limited to – repair, parts replacement, parts adjustment.

Outcome 2

Disassemble and reassemble locking devices.

Performance criteria

2.1 Locking device parts are removed without damage and laid out in disassembly order.

2.2 Locking devices are reassembled with parts in correct order according to manufacturer's specifications.

2.3 Locking devices are made to function according to manufacturer's specifications.

Outcome 3

Repair and replace locking device parts.

Performance criteria

3.1 Locking devices are rekeyed according to manufacturer's specifications.

3.2 Parts are replaced according to manufacturer's specifications.

3.3 Replacement parts are sourced, made or repaired according to manufacturer's specifications.

3.4 Repair and replacement actions taken meet the customer's security and operation requirements.

3.5 Workplace safety procedures are followed.

Outcome 4

Lubricate locking device components.

Performance criteria

- 4.1 Lubricant is selected according to locking device manufacturer's specifications.
- 4.2 Lubricant is applied according to locking device manufacturer's specifications.

Outcome 5

Carry out completion work.

Performance criteria

- 5.1 Adjustment is made and operation of the locking device are checked according to manufacturer's specifications.
- 5.2 Painting and surface finishing work are carried out according to customer's requirements and workplace procedures.
- 5.3 Waste and excess materials are removed and worksite left in a clean and tidy condition.

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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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.