

Title	Cut keys to codes		
Level	3	Credits	5

Purpose	<p>This entry level unit standard is for people working in the locksmithing industry.</p> <p>People credited with this unit standard are able to: identify the key code; identify and select key blanks and prepare for key cutting; select and set up the key cutting machine; and cut and finish keys.</p>
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Classification	Mechanical Engineering > Locksmithing
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Available grade	Achieved
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Guidance Information

- 1 References and 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.
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.
Stamping refers to marking the key with a permanent ID whether by individual stamps, set stamps, etching, engraving, or similar method.
- 3 Range
Keys (code type) – lever, disc, pin, wafer.
Evidence of a minimum of three different types of keys is required.
- 4 Assessment information
All activities must comply with applicable workplace procedures, in particular those relating to health and safety, and must be consistent with accepted industry practice.

Outcomes and performance criteria

Outcome 1

Identify the key code.

Performance criteria

- 1.1 Lock type and application are identified.
- 1.2 Key code is selected using appropriate proprietary locksmithing software or journals.
- 1.3 Key dimensions are identified.

Outcome 2

Identify and select key blank and prepare for key cutting.

Performance criteria

- 2.1 Key blank is identified and selected from the key code according to manufacturer's specifications.
- 2.2 Key blank is prepared for cutting.

Outcome 3

Select and set up the key cutting machine.

Performance criteria

- 3.1 Key cutting machine is selected and set up to match the key blank according to manufacturer's specifications.

Outcome 4

Cut and finish keys.

Performance criteria

- 4.1 Keys are produced by machine to match space and depth measurements.
- 4.2 Keys are produced using hand tools to match space and depth measurements.
- 4.3 Key finishing and deburring is carried out.
- 4.4 Keys are checked for accurate key generation and key code stamping.
- 4.5 Key cutting area is cleaned and any waste material is removed.

Planned review date	31 December 2022
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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	26 October 2017	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 the Competenz qualifications@competenz.org.nz if you wish to suggest changes to the content of this unit standard.