

Title	Maintain and care for a key cutting machine		
Level	2	Credits	4

Purpose	People credited with this unit standard are able to: inspect condition of key cutting machine; replace cutters; set up cutting adjustments for accurate production; and clean and care for key cutting machine.
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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.
- 3 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

Inspect condition of key cutting machine.

Performance criteria

- 1.1 Machine safety features are inspected and made safe.
Range examples are – shields, guards, power leads, electrical switches.

1.2 Machine is inspected for damage.

Range examples of damage – broken teeth, cutter damage, wear and tear, lights, belts, brushes.

Outcome 2

Replace cutters.

Performance criteria

2.1 Machine safety checks are carried out.

2.2 Cutter is selected and installed.

Outcome 3

Set up cutting adjustments for accurate production.

Performance criteria

3.1 Key guides are adjusted to provide accurate production.

3.2 Accuracy of adjustment is verified.

Outcome 4

Clean and care for a key cutting machine.

Performance criteria

4.1 Machine safety checks are carried out.

4.2 Machine is lubricated.

4.3 Moving parts are checked for wear and appropriate action taken.

4.4 Machine is cleaned ready for use.

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Status information and last date for assessment for superseded versions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 Competenz qualifications@competenz.org.nz if you wish to suggest changes to the content of this unit standard.