



Australian Government

Department of Education, Employment and Workplace Relations

MEM20010A Gain entry and reinstate automotive locking systems

Release: 1

MEM20010A Gain entry and reinstate automotive locking systems

Modification History

Not Applicable

Unit Descriptor

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| Unit descriptor | This unit covers gaining entry to all types of automobiles fitted with mechanical and or electronic locking systems. It also covers straightforward reinstatement of the vehicle locking system by removal and replacement of component parts. |
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Application of the Unit

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| Application of the unit | <p>The unit may be applied to work on commercial and private use vehicles. The focus is on both mechanical and electronic automotive locking systems.</p> <p>Basis for entry includes lockout (keys inside), lost keys (rekeys), malfunction, and damage caused by burglary or user.</p> <p>It requires an ability to safely gain entry to a vehicle taking into account factors that ensure conformance to specifications and operational performance. These include locksmithing principles, ethics, techniques, procedures and safe work practices.</p> <p>If repairs greater than straightforward remove and replace are required, Unit MEM20012A (Service and repair mechanical automotive locking systems) should also be considered.</p> <p>Where interpretation of detailed, complex manufacturer information and specifications is required, Unit MEM16012A (Interpret technical specifications and manuals) should also be considered.</p> <p>Band: A</p> <p>Unit Weight: 4</p> |
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

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| Prerequisite units | | |
| Path 1 | MEM20001A | Produce keys |
| | MEM20002A | Assemble key lock mechanisms |
| | MEM20004A | Gain entry |

Employability Skills Information

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| Employability skills | This unit contains employability skills. |
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Elements and Performance Criteria Pre-Content

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| Elements describe the essential outcomes of a unit of competency. | Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide. |
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Elements and Performance Criteria

| ELEMENT | PERFORMANCE CRITERIA |
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| 1. Establish entry requirements to auto locking system | 1.1. The reason for entry is established. 1.2. Authenticity of request is verified in accordance with organisational and industry procedures. 1.3. Nature of problem and circumstances of prior operation are established in accordance with organisational procedures, inspection/diagnostic techniques and original specifications. 1.4. Vehicle, locking system and other relevant information is identified from appropriate sources and in accordance with organisational and customer requirements. 1.5. Specifications for components are obtained from appropriate source and are interpreted correctly. |
| 2. Gain entry to vehicle | 2.1. Appropriate entry method is selected in accordance with specific circumstances, customer requirements and organisational procedures. 2.2. Tools, equipment, materials and consumables are selected appropriate to entry requirements and checked for serviceability in accordance with manufacturers' specifications and organisational procedures. 2.3. Selected tools are used correctly to gain entry using appropriate industry practices. 2.4. Entry is gained in accordance with applicable legislation, codes, regulations and standards. |
| 3. Re-instate automotive locking components and system | 3.1. Where applicable, replacement and/or repaired parts are selected for reassembly. 3.2. Lock assemblies and components are dismantled/removed using appropriate organisational procedures, industry practices, tools and equipment. 3.3. Sub-assemblies are inspected, tested and adjusted as necessary for compliance to original factory assembly and functioning. 3.4. Appropriate techniques are applied in the preparation, assembly and adjustment of components parts using fastening equipment and methods which ensure conformance to specifications, operational performance, quality and safety of the completed assembly. 3.5. Correct lubrication, packing, sealing materials are selected and applied correctly in conformance to job |

| ELEMENT | PERFORMANCE CRITERIA |
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| | specifications. 3.6. Locking system is inspected, tested and adjusted as necessary for compliance to original factory assembly and functioning. |
| 4. Finalise entry and reinstatement process | 4.1. Documentation is completed and processed in accordance with legislative and organisational requirements. 4.2. Work area, tools and equipment are cleaned and stored in accordance with OHS and organisational requirements. 4.3. Vehicle is cleaned and returned to serviceable condition. 4.4. Customer is advised of work undertaken, further recommended actions and any other relevant information. 4.5. Customer is instructed, as necessary, in accordance with organisational procedure and manufacturer recommendations. |

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Look for evidence that confirms skills in:

- interpreting specifications, charts, manuals, diagrams and related information specific to gaining entry
- confirming and clarifying information
- identifying automotive locking components and associated equipment
- checking functioning of locking systems
- tracing faults
- selecting and using appropriate tools and equipment, materials and consumables
- applying safe work practices
- identifying and acting on actual and potential hazards
- disassembling and assembling components
- documenting information
- housekeeping

REQUIRED SKILLS AND KNOWLEDGE**Required knowledge**

Look for evidence that confirms knowledge of:

- types of vehicle locking systems - mechanical and electronic
- attachment methods for window winders, internal handles, snibs, trims, cylinders, locks and external handles
- release positions of ignition lock
- release positions of air bag, front and side and appropriate safety procedures
- break-off bolts, removal and replacement
- window winders and door trims
- door lock retainers
- central locking
- linkages and springs
- use and application of personal protective equipment
- safe work practices and procedures
- hazards and control measures associated with gaining entry to automotive locking systems

Evidence Guide

| EVIDENCE GUIDE | |
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| <p>The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.</p> | |
| <p>Overview of assessment</p> | <p>A person who demonstrates competency in this unit must be able to gain entry to and reinstating automotive locking systems. Competency in this unit cannot be claimed until all prerequisites have been satisfied.</p> |
| <p>Critical aspects for assessment and evidence required to demonstrate competency in this unit</p> | <p>Assessors must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria, including required knowledge, and be capable of applying the competency in new and different situations and contexts.</p> |
| <p>Context of and specific resources for assessment</p> | <p>This unit may be assessed on the job, off the job or a combination of both on and off the job. Where assessment occurs off the job, that is the candidate is not in productive work, then an appropriate simulation must be used where the range of conditions reflects realistic workplace situations. The competencies covered by this unit would be demonstrated by an individual working alone or as part of a team. The assessment environment should not disadvantage the candidate.</p> <p>This unit could be assessed in conjunction with any other units addressing the safety, quality, communication, materials handling, recording and reporting associated with gaining entry to and reinstating automotive locking systems, or other units requiring the exercise of the skills and knowledge covered by this unit.</p> |
| <p>Method of assessment</p> | <p>Assessors should gather a range of evidence that is valid, sufficient, current and authentic. Evidence can be gathered through a variety of ways including direct observation, supervisor's reports, project work, samples and questioning. Questioning techniques should not require language, literacy and numeracy skills beyond those required in this unit of competency. The candidate must have access to all tools, equipment, materials and documentation required. The candidate must be permitted to refer to any relevant workplace procedures, product and manufacturing specifications, codes, standards, manuals and reference materials.</p> |

EVIDENCE GUIDE

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| Guidance information for assessment | |
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Range Statement**RANGE STATEMENT**

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

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| Appropriate sources | Catalogues, manufacturer manuals, drawings, detailed/technical sketches and associated data sheets |
| Organisational requirements | Quality assurance standards and procedures, service standards, safety and OHS practices and obligations, resource storage and use, organisational processes and procedures, documentation processes, product and process training |
| Customer requirements | Function and capabilities, access issues, service and maintenance requirements, product operation and warranty information, costings |
| Entry method | Pick, impressioning, reading, manipulate linkages, alternative methods |
| Tools and equipment | Hand and power tools specific to gaining entry, power tools and accessories, diagnostic specialist equipment, fixing tools, special-purpose equipment, vacuum cleaner |
| Materials and consumables | Lubricants, adhesives and sealants, cleaning materials, wire and cable |
| Legislation, codes, regulations and standards | Industry licensing, industry codes of practice, privacy laws, Australian standards, building codes and those of other regulatory bodies, quality |

| RANGE STATEMENT | |
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| | assurance, organisational standards and practices, awards and enterprise agreements, competition, trade and consumer protection laws |
| Documentation | Historical records, procedures and measurements for opening specific vehicles, job sheets, invoices, warranties |

Unit Sector(s)

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| Unit sector | |
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Co-requisite units

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| Co-requisite units | | |
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Competency field

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| Competency field | Locksmithing |
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