



Australian Government

Assessment Requirements for CPPSEC3044 Conduct routine service of electronic locks and locking systems

Release: 1

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Modification History

Release 1 This version first released with CPP Property Services Training Package Release 9.0.

Supersedes and is equivalent to CPPSEC3044A Maintain and repair mechanical lock and locking system. Updated to meet the Standards for Training Packages.

Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by conducting routine servicing of three different electronic locks and locking systems and complete routine service documentation.

Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- workplace policies and procedures that ensure compliance with legislative and regulatory requirements when conducting routine servicing of electronic locks and locking systems:
 - licensing requirements and limits of own authority
 - privacy requirements
 - reporting and documentation
 - requirements for complying with Australian Communications and Media Authority cabling rules
 - work health and safety
- documentation to be completed when conducting routine servicing of electronic locks and locking systems to ensure compliance with licensing and warranty requirements
- maintenance procedures for a range of electronic locks and locking systems and repairs permitted within scope of own role, authority and competence
- procedures for disassembling and reassembling electronic locks and locking systems
- signs of damage, friction, sticking and component wear and worn keys associated with electronic locks and locking systems
- techniques for recognising routine and complex faults and malfunctions in a range of electronic locks and locking systems
- tools and equipment including personal protective equipment (PPE) used when conducting routine servicing of electronic locks and locking systems
- types, features and operating principles of a range of electronic locks and locking systems
- typical hazards encountered when conducting routine servicing of electronic locks and locking systems and the control measures for each:

- confined spaces
- electrical
- hazardous materials and chemicals
- hidden utilities
- people in the work area
- power tools
- vermin.

Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

All individuals engaged by a licensed RTO for security licensing purposes must hold both a security trainers licence (where such a licence exists within the relevant jurisdiction) and the licence for performing the security activities for which the individual is providing training or assessment. Regulators may impose other assessor conditions to meet jurisdictional assessment requirements.

Assessment must be conducted in the workplace or in a simulated workplace environment. Candidates must have access to:

- workplace policies and procedures, work instructions, documentation, electronic locks and locking systems, PPE and tools required to achieve the performance evidence
- manufacturers' instructions for locks and locking systems to be serviced.

Links

Companion volumes to this training package are available at the VETNet website - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>