



Australian Government

Assessment Requirements for MEM20027 Maintain and service mechanical locking devices

Release: 1

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Modification History

Release 1. Supersedes and is equivalent to MEM20006 Maintain and service mechanical locking devices.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include:

- following work instructions, standard operating procedures (SOPs) and safe work practices
- interpreting and following specifications, charts and diagrams and communicating in a clear and concise manner when maintaining and servicing mechanical locking devices
- identifying work health and safety (WHS) hazards and risks and implementing appropriate risk control measures and procedures
- selecting the appropriate tools and equipment to complete the task
- carrying out routine maintenance on mechanical locking devices on at least two occasions
- cleaning worksite in accordance with original presentation, client requirements, industry standards and SOPs
- completing all documentation in accordance with SOPs.

Note: Where a volume and/or frequency is not specified, demonstration must be provided at least once.

Knowledge Evidence

Evidence required to demonstrate the required knowledge for this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include knowledge of:

- safe work practices and procedures and use of personal protective equipment (PPE)
- types, functions, specifications and operational principles of mechanical locks and/or locking systems
- types of information on work orders and other documentation requirements
- maintenance requirements of mechanical locks and locking systems and associated tools, equipment and materials requirements
- common mechanical lock and locking system faults
- tests to confirm lock operation
- procedures to disassemble and reassemble mechanical locks
- technical terminology
- types of doors and windows and mechanical locking system applications
- hazards and control measures associated with maintaining and servicing mechanical locking devices.

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Assessment Conditions

- Assessors must:
 - have vocational competency in maintaining and servicing mechanical locking devices at least to the level being assessed with relevant industry knowledge and experience
 - satisfy the assessor requirements in the Standards for Registered Training Organisations 2015 or its replacement and comply with the National Vocational Education and Training Regulator Act 2011, its replacement or equivalent legislation covering VET regulation in a non-referring state/territory as the case requires.
- Where possible, assessment must occur in operational workplace situations. Where this is not possible or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment that reflects realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task
- skills, task management skills, contingency management skills and job role environment skills.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
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Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b7050d37-5fd0-4740-8f7d-3b7a49c10bb2>