



Australian Government

MEM20030 Gain entry and reinstate fire and security containers

Release: 1

MEM20030 Gain entry and reinstate fire and security containers

Modification History

Release 1. Supersedes and is equivalent to MEM20009 Gain entry and reinstate fire and security containers.

Application

This unit of competency defines the skills and knowledge required to gain entry to fire and security containers that are fitted with mechanical and electronic safe locking systems. It covers straightforward reinstatement of the locking system by removal and replacement of component parts. Containers may be used for commercial or domestic use.

Where welding and soldering skills are required, see units MEM05050 Perform routine gas metal arc welding and MEM05006 Perform brazing and/or silver soldering.

Where repairs to fire and security containers are required, see unit MEM20032 Service and repair fire and security containers.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Band: A

Unit Weight: 4

Pre-requisite Unit

MEM11011 Undertake manual handling

MEM13015 Work safely and effectively in manufacturing and engineering

MEM16006 Organise and communicate information

MEM18001 Use hand tools

MEM18002 Use power tools/hand held operations

MEM20025 Gain entry

MEM20015 Produce hand cut keys

MEM20016 Produce keys by cutting to code

MEM20017 Produce keys by duplication

Competency Field

Locksmithing

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Determine job requirements	1.1 Follow standard operating procedures (SOPs) 1.2 Comply with work health and safety (WHS) requirements at all times 1.3 Select and use personal protective equipment (PPE) in accordance with SOPs 1.4 Identify job requirements from specifications
2. Establish entry requirements, authorisations and ownership	2.1 Establish legal possession and verify in accordance with SOPs 2.2 Establish safe type, locking mechanism and other relevant information from appropriate sources and in accordance with organisational and customer requirements 2.3 Establish nature of problem and circumstances of prior operation in accordance with SOPs, using inspection and diagnostic techniques and original specifications 2.4 Select appropriate entry method in accordance with specific circumstances, customer requirements and SOPs 2.5 Determine appropriate location of work and arrange safe removal if required
3. Gain entry to fire and security containers	3.1 Identify site access requirements and make appropriate arrangements 3.2 Identify hazards, implement controls and make area safe to gain entry 3.3 Observe safe work practices to minimise risk of injury to self or others in accordance with procedures and organisational requirements 3.4 Select appropriate tools, equipment, materials and consumables for entry requirements and check for serviceability in accordance with manufacturer specifications and SOPs 3.5 Gain entry in accordance with applicable legislation, codes, regulations and standards
4. Reinstall fire and security container	4.1 determine required replacement and/or repaired parts for reassembly 4.2 Inspect locking system, test and adjust as necessary for compliance to original factory assembly and functioning
5. Finalise entry and	5.1 Complete documentation and process in accordance with SOPs

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
reinstatement	5.2 Clean work area, tools and equipment and store in accordance with SOPs 5.3 Clean safe and return to serviceable condition 5.4 Advise customer of work undertaken, further recommended actions and any other relevant information 5.5 Instruct customer, in accordance with job needs, organisational procedure and manufacturer recommendations

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Specifications include one or more of the following:	• drawings • job sheets • work instructions • work orders.
Personal protective equipment (PPE) includes one or more of the following:	• face protection • hearing protection • dust masks and respirators • high-visibility clothing • head protection • sun protection • gloves • knee pads • safety footwear • witches hats • warning signs and warning tapes

	• temporary safety barriers • fire extinguisher • first aid kit.
Safe types include one or more of the following:	• plate safes • slab safes • fire • data • cash and/or jewellery • under-floor • wall • free standing • bank safes and vaults.
Appropriate sources of information include one or more of the following:	• catalogues • manufacturer manuals • drawings • detailed or technical sketches • associated data sheets • industry colleagues or experts • specifications • charts.
Customer requirements include one or more of the following:	• function and capabilities • access issues • service and maintenance requirements • product operation and warranty information • costings.
Entry method includes one or more of the following:	• mechanical drilling and cutting • safe lever lock - impressioning reading • safe lock picking and/or decoding • manipulation of mechanical combination locks • manipulation of electro-mechanical combination locks • alternative methods.
Risks and hazards include one or more of the following:	• safe construction • chemical, environmental and material hazards • lifting and handling • use of mechanical and fuel gas cutting equipment • electrical wiring • asbestos • dust • noise • live power • vermin

	• water • glass fibre.
Tools and equipment include one or more of the following:	• hand and power tools and accessories specific to gaining entry includes: • hardened drill bits • special-purpose equipment • borescope, flexi-light and fibre optical scope • automatic dialler • listening devices and manipulation aids • magnetic or vacuum based drills and lever rigs • measuring equipment includes: • vernier callipers • rules • squares • templates • gauges.
Materials and consumables include one or more of the following:	• replacement barrier materials • replacement parts.
Lock assemblies and components include one or more of the following:	• keylocks • keyless combination locks • electronic digital • electronic and mechanical time delay.
Safe lock types include one or more of the following:	• mechanical locks • combination locks.
Documentation includes one or more of the following:	• historical records • procedures and measurements for opening specific safes • job sheets • invoices • warranties.

Unit Mapping Information

Release 1. Supersedes and is equivalent to MEM20009 Gain entry and reinstate fire and security containers.

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for MEM20030 Gain entry and reinstate fire and security containers

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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 information specific for gaining entry
- establishing ownership of container and its contents prior to commencing gaining entry
- questioning, confirming and clarifying customer requirements
- communicating with the customer throughout the entry and reinstatement process
- identifying the safe type and associated equipment and checking function of safe locking systems on at least two occasions
- Identifying faults and selecting the appropriate entry method
- gaining entry to safes using appropriate techniques, tools and equipment on at least two occasions
- identifying actual and potential risks and hazards and implementing control measures
- undertaking numerical operations and calculations associated with gaining entry and reinstating fire and security containers
- 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)
- legislation, codes, regulations and standards applicable to gaining entry to fire and security containers
- sources of specifications and other relevant information for safe locking systems
- types and classes of safes and locks
- barrier materials used
- tools and equipment to suit entry to specific safes

- principles of safe systems, their safe locking systems and component functions, including related terminology
- ethical considerations in locksmithing work
- operation of specific locks
- common safe design problems
- procedures to establish and verify safe and contents ownership and obligations, responsibilities, disclaimers and reasons for verifying ownership
- factors impacting on feasibility of repair or replacement
- SOPs for cleaning
- documentation and recording procedures.
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Assessment Conditions

- Assessors must:
 - have vocational competency in gaining entry and reinstating fire and security containers 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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