



Australian Government

Assessment Requirements for MEM20031 Gain entry and reinstate automotive locking systems

Release: 1

Assessment Requirements for MEM20031 Gain entry and reinstate automotive locking systems

Modification History

Release 1. Supersedes and is equivalent to MEM20010 Gain entry and reinstate automotive locking systems.

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
- verifying authenticity of request in accordance with organisational and industry procedures
- communicating with the customer throughout the entry and reinstatement process
- legislation, codes, regulations and standards applicable to gaining entry to vehicles
- interpreting information specific for gaining entry
- questioning, confirming and clarifying customer requirements
- identifying automotive locking components and checking function of locking systems
- tracing faults and selecting the appropriate entry method on at least two occasions
- gaining entry using appropriate tools and equipment on at least two occasions
- identifying actual and potential risks and hazards and implementing control measures
- disassembling and reassembling lock assemblies and components and selecting materials and consumables
- applying appropriate techniques to reinstate locking components and system
- testing and adjusting locking system to confirm operation
- cleaning vehicle 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 and reinstatement of automotive locking systems
- sources of specifications and other relevant information for automotive locking systems
- types of vehicle locking systems, mechanical and electronic, and entry methods

- tools and equipment required for gaining entry and reinstating automotive locking systems
- attachment methods for window winders, internal handles, snibs, trims, cylinders, locks and external handles
- release positions of ignition lock, 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, cables and springs
- techniques for disassembling, reassembling and reinstating locking systems to return to operation
- techniques for disassembling, reassembling and reinstating locking window winders and door trims including associated wiring
- automotive security electronics, alarms and ignition immobilisers
- hazards and control measures associated with gaining entry to automotive locking systems
- documentation and recording procedures.
-

Assessment Conditions

- Assessors must:
 - have vocational competency in gaining entry and reinstating automotive locking systems 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.
-

Links

Companion Volume implementation guides are found in VETNet -

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