Unit of Competency CPPSEC2022
Install electronic locks and locking systems

Application

This unit specifies the skills and knowledge required to install a range of electronic locks and locking systems for door and window applications. It includes upgrading or strengthening hollow doors to increase security, and fitting door control devices and locks to windows, doors and jams.

The unit is suitable for those with basic skills and knowledge undertaking routine work tasks under the direction of more experienced workers.

This unit may form part of the licensing requirements for people who sell, supply, advise on, install, maintain, monitor, repair or service security equipment and systems in those states and territories where these are regulated activities.

Prerequisite Unit

None.

Elements and Performance Criteria

1. Prepare to install electronic lock and locking systems.	1.1	Review work instructions to confirm installation timeframes, client needs, site location and equipment requirements, and clarify issues with relevant persons.
	1.2	Identify and obtain electronic lock and locking system to be installed following workplace procedures.
	1.3	Review and follow workplace policies and procedures including work health and safety (WHS) when carrying out work tasks.
2. Plan and organise installation operation.	2.1	Plan and prioritise work tasks allowing sufficient time to meet work instructions.
	2.2	Select and organise required tools and equipment including personal protective equipment and check for safe and correct operation.
	2.3	Select and organise required materials and hardware for product installation suitable to the specific installation surfaces and procedures.
	2.4	Inspect installation area to identify and control or report risks and hazards.
3. Conduct installation procedures.	3.1	Use safe work practices when carrying out installation procedures according to WHS requirements.
	3.2	Fit locks to windows, doors and jams in accordance with manufacturers' instructions.
	3.3	Fit door control devices to allow correct operation of doors in accordance with manufacturers' instructions.
	3.4	Upgrade or strengthen hollow doors to increase security.
	3.5	Identify problems impacting the installation and obtain approval from relevant persons to vary the installation plan if required.
	3.6	Inspect installed electronic locks and locking and system to confirm correct operation and ensure no damage or distortion to the surrounding

		environment or services.
4. Complete installation and documentation.	4.1	Notify installation completion to relevant persons.
	4.2	Complete installation documentation according to workplace requirements.
	4.3	Check tools and equipment for faults, wear or damage and rectify or report problems.
	4.4	Restore work area to original condition and remove waste caused by installation operation.

Foundation skills

Candidates require:

- reading skills to understand key requirements of:
  - plans when locating installation sites for electronic locks and locking systems
  - Australian standards and manufacturers' instructions
- numeracy skills to calculate measurements to accurately position and fix door control devices and locks.

Unit Mapping Information

Supersedes and equivalent to CPPSEC2022A Install mechanical lock and locking system.

Links

Companion Volume Implementation Guide:
https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b

Assessment Requirements for CPPSEC2022 Install electronic locks and locking systems

Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by installing electronic locks and locking systems involving:

- upgrading or strengthening two hollow doors
- fitting three door control devices
- fitting locks to three windows, doors and jams.

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 installing electronic locks and locking systems:
    - licensing requirements and limits of own authority
    - reporting and documentation
    - requirements for complying with Australian Communications and Media Authority cabling rules
    - work health and safety
- basic carpentry techniques used when installing electronic locks and locking systems
- documentation to be completed when installing electronic locks and locking systems to ensure compliance with licensing and warranty requirements
- general principles of locksmithing
- installation methods and procedures for electronic locks and locking systems
- materials, hardware, tools and equipment including personal protective equipment (PPE) used when installing electronic locks and locking systems
- types, functions and features of electronic locks and locking systems
- types of doors and windows suitable for electronic lock applications
- typical hazards encountered when installing electronic locks and locking systems and the control measures for each:
    - confined spaces
    - electrical
    - ground glass
    - hazardous materials and chemicals
    - people in the work area
    - power tools
    - vermin
- welding and drilling techniques used when installing electronic locks and locking systems.

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, tools, materials and hardware required to achieve the performance evidence
- product information and manufacturers' instructions for locks and locking systems being installed.

Links

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