



Level 4 Certificate in

General Locksmithing Skills

Qualification Specification

Qualification Recognition Number: 603/7770/7

ABBE Qualification Code: CertGLSL421

July 2021

This qualification specification was developed in July 2021, no changes have been made to this document since this date.

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1. ABBE

1.1 Introduction

ABBE, the Awarding Body for Building Education is a forward thinking organisation that offers a range of apprenticeships, qualifications, benefits and support.

ABBE is regulated by Ofqual for the delivery of a range of qualifications. Our qualifications are nationally recognised helping learners to achieve their full potential and ambitions.

The full range of qualifications can be found on our website.

1.2 Mission Statement

Our Values - Quality through Standards: Our aim is to provide a high quality experience by building a strong community of mutual support and trust. We can use our collective talents to build meaningful partnerships to help us all to achieve our goals. ABBE is a recognised Awarding Organisation with strong professional integrity.

Our Vision: Is that every learner is confident, successful and has the opportunity to achieve their full potential.

Our Mission: ABBE Educates, inspires and empowers learners

1.3 Qualification Specification

The aim of this specification is to provide learners and centres with information about the content of this qualification. This specification is a live document and, as such, will be updated when required.

1.4 Enquiries

Any enquiries relating to this qualification should be addressed to:

ABBE

Birmingham City University

University House

15 Bartholomew Row

Birmingham

B5 5JU

Tel: 0121 331 5173

Email: abbeenquiries@bcu.ac.uk

Website: www.abbeqa.co.uk



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2. Qualification Information

2.1 Qualification Purpose

The purpose of the ABBE Level 4 Certificate in General Locksmithing Skills qualification is to provide the learner with the knowledge, understanding and skills required to be competent and confident when carrying out Locksmithing roles.

The qualification covers the requirements of Locksmithing including operational skills as well as effective communication and health and safety. It looks at the principles of UPVC locks, emergency and panic hardware as well as the principles and practices of locks and key cutting. The installation and opening of security devices, door hardware, lever and cylinder locks is also covered in this Master Locksmith Association qualification.

2.2 Who could take this Qualification?

This qualification provides a template for 'best practice' for new entrants to Locksmithing wanting a guide for their learning and professional development in order to achieve a good level of skill and being able to work safely alone on most general locksmith jobs.

It will also enable existing locksmiths to demonstrate the skills and knowledge that they have gained through their experience and learning enabling them to achieve a nationally recognised qualification

2.3 Qualification Number

ABBE Level 4 Certificate in General Locksmithing Skills: 603/7770/7

2.4 Qualification Level

This qualification has been listed on the Regulated Qualifications Framework (RQF) at: Level 4

2.5 Total Qualification Time

This qualification is allocated Total Qualification Time (TQT) this includes Guided Learning (GL) expressed in hours, which indicates the number of hours of supervised or directed study time and assessment. Credit has also be allocated to this qualification.

- The Total Qualification Time (TQT) for this qualification is: 260
- Guided Learning (GL) for this qualification is: 56
- Credit Value: 26 credits

2.6 Progression

This qualification has been designed to encourage participation in education and training in other related areas by:

- Encouraging individuals to develop skills and enhance development and promotion prospects
- Provide the foundation for enhanced learning and development
- Attracting learners from outside the industry
- Allowing individuals with qualifications in other fields to retrain in this discipline

2.7 Age ranges

Pre 16	No
16-18	Yes
18+	Yes
19+	Yes



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2.8 Structure of the Qualification

To achieve this qualification, learners must achieve four mandatory units.

Mandatory Unit(s)				
Unit	URN	Unit Name	Credit Value	Level
1	J/618/8145	Locksmithing Foundation Skills	8	4
2	L/618/8146	Installation of locks	5	4
3	R/618/8147	Identifying and opening lever and cylinder locks	8	4
4	Y/618/8148	The principles of UPVC for Locksmithing purposes	5	4

2.9 Barred Units

Units with the same title and unit number cannot be combined in the same qualification. Additionally, units with the same title or with the same content at different levels cannot be combined in the same qualification.

2.10 Language

ABBE qualifications and assessment materials will be provided through the medium of English.

2.11 Grading

This qualification is: Pass/Fail

2.12 Pre-course Procedures

ABBE qualifications are available to anyone who is capable of reaching the required standards. They have been developed free from any barriers that unfairly restrict access or progression thereby promoting equal opportunities.

There are no formal requirements for entry onto this qualification.

2.13 Qualification Review Boards

Qualification Review Boards (QRBs) are set up for each qualification. The Boards are drawn from employers, centres, Higher Educational Institutes (HEIs) and others with a vested interest in the sector in which the qualification is used. The purpose of the QRB is to ensure that the content of the qualification and the proposed assessment methodology are fit for purpose and are appropriate to meet the requirements of the sector.

QRBs are ongoing and will be scheduled for specific points within the qualification lifetime; at the notional mid-point and again towards the review date of the qualification. During this process, the QRB will consider any feedback received on the performance of the qualification and will consider if the content, structure, purpose and assessment methodology remain appropriate to the needs of the sector. This will help to improve both our qualification and the specification.



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3. Qualification Unit(s)

Unit 1: Locksmithing Foundation Skills

Unit Reference Number: J/618/8145

Level: 4

Credit: 8

GLH: 21

Unit Summary

This unit covers the basic principles of Locksmithing, including types of locks available and their functionality, fault finding and rectification, terminology, key identification and key cutting by hand and by machine, current standards and relevant regulation as well as a basic overview of safes.

Assessment Guidance

This unit must be assessed using the following method(s):

- Exam
- Portfolio of evidence

Learning outcomes:

1. Understand types of locks currently in use and their functionality
2. Understand the basic principles of cylinder/pin-tumbler locks and how they work
3. Understand the practices and principles of cylinder keys
4. Understand the fundamentals of cylinder blank Identification
5. Understand how to cut cylinder keys
6. Understand the basic principles of keys machines
7. Understand the principles and practices of cutting keys to code
8. Understand the principles of master keying
9. Understand the basic principles of lever locks
10. Understand the practices and principles of lever keys
11. Understand how to cut lever keys by hand
12. Be able to cut detainer keys by hand
13. Understand the basic principles of fault finding and rectification
14. Understand the basic principles and practice of safes
15. Understand the current standards relating emergency and panic hardware
16. Understand the basic principles associated with door hardware



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Unit 2: Installation of locks

Unit Reference Number: L/618/8146

Level: 4

Credit: 5

GLH: 7

Unit Summary

This unit covers the fitting of locks, including tool selection, planning/marketing out, fitting, checking functionality and adjustments.

Assessment Guidance

This unit must be assessed using the following method(s):

- Exam
- Portfolio of evidence

Learning outcomes:

1. Understand how to plan and prepare to install locks
2. Be able to install locks



Unit 3: Identifying and opening lever and cylinder locks

Unit Reference Number: R/618/8147

Level: 4

Credit: 8

GLH: 21

Unit Summary

This unit covers the identification of cylinder and lever locks, and then the opening of lever and cylinder locks using various methods.

Assessment Guidance

This unit must be assessed using the following method(s):

- Exam
- Portfolio of evidence

Learning outcomes:

1. Understand the principles of how to identify lever and cylinder locks
2. Understand how to open lever and cylinder locks
3. Be able to identify and open British Standard 5 lever locks



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Unit 4: The principles of UPVC door hardware for Locksmithing purposes

Unit Reference Number: Y/618/8148

Level: 4

Credit: 5

GLH: 7

Unit Summary

This unit covers the principles of UPVC door hardware from the fundamentals of multipoint locking mechanisms, typical measurements, lock ID, problem solving, opening jammed mechanisms, gearbox replacements, other UPVC door hardware and door adjustments.

Assessment Guidance

This unit must be assessed using the following method(s):

- Exam
- Portfolio of evidence

Learning outcomes:

1. Understand the principles of UPVC doors and UPVC door hardware
2. Understand the principles and practices of multi-point locking mechanisms
3. Be able to identify UPVC hardware
4. Understand issues that may arise when fitting or replacing UPVC door hardware, or issues that may cause UPVC hardware not to function correctly



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