

# Information Note on the Competence Criteria for a Locksmith Licence

Our Mission is to protect the public by regulating the private security industry through raising standards, increasing awareness and enforcing compliance. As part of our mission we seek to ensure that only persons competent in locksmithing skills obtain a PSA locksmith licence.

Clause 3.1.3 of PSA 55:2022 (Standard For The Licensing Of Locksmiths) states that *from the 1st June 2022 an organisation applying for a licence must provide evidence that they possess the competence to provide a security service. Competence may be demonstrated by the following means:*

- a) 3 years continuous experience with a PSA licensed locksmith (or equivalent) within the previous 7 years, and*
- b) completing a practical skills demonstration, or*
- c) such other means as may be approved by the PSA.*

*Note: Where an organisation is a limited or unlimited company at least one director must demonstrate that they possess the required competence, where an organisation is a partnership at least one partner must demonstrate that they possess the required competence, all sole traders must demonstrate that they possess the required competence.*

The PSA in conjunction with locksmith representatives have established the following criteria by which applicants for a locksmith licence shall be assessed:

## 1. **Experience**

Applicants shall provide a portfolio detailing their experience in the following areas:

- **History and experience as a locksmith** (See clause 3.1.3a above).  
This should include details of the locksmith they worked for, the duration of their employment with the locksmith, the type of work undertaken and other relevant experience.
- **Locksmith Training**  
Provide details of all training undertaken together with certificates/qualifications.
- **Experience of Mechanical Locks and Mechanical Combination Locks**  
Provide details of their experience of mechanical locks and mechanical combination locks.
- **Experience of Master Key Systems**  
Provide details of their experience of master key systems.
- **Experience of Automobile Lock Systems**  
Provide details of their experience of automobile locking systems.
- **Experience of Escape Routes and knowledge of standards**  
Provide details of their experience of escape routes and knowledge of standards and legislation in this area.

## 2. Knowledge

Applicants shall be invited to an interview where they will be required to demonstrate their knowledge in the following areas:

- **Describe locks currently in use**
- **Understand common lock terminology**
- **Identify locksmith tools**
- **Understanding restricted and patented key systems and protocols in cutting keys**
- **Principles of master keying and protocols involved**
- **Principles of non-destructive lock opening**
- **Key Cutting i.e. to pattern/to code/to lock**
- **Knowledge of PSA licensing and PSA 55 Standard**
- **Regulations on escape routes**

## 3. Openings

Applicants shall be invited to participate in a practical assessment to demonstrate their competence in the following areas:

- **Knowledge of tools required for openings**
- **Ability to identify different lock types i.e. Mortice/Cylinder/Multi Point**
- **Knowledge of different methods of entry**
- **Ability to open 2, 3 & 5 lever mortice locks**
- **Ability to open pin tumbler locks**
- **Ability to open cylinder lock**
- **Examples of when to use nondestructive or destructive methods**
- **Knowledge of motor vehicle lock types**
- **Ability to open different motor vehicle locks**
- **Motor vehicle key cutting and repairs**

Interviews and assessments shall be conducted before a panel established by the PSA. The panel shall comprise of a member of PSA staff who shall act as its chairperson and at least one representative of the following locksmith bodies, The Associated Locksmiths of Ireland, The Irish Locksmiths Organisation or The Irish Security Industry Association.