



Australian Government

**Assessment Requirements for AVIF3025
Facilitate the safety of aerodrome works
and works site access**

Release: 1

Assessment Requirements for AVIF3025 Facilitate the safety of aerodrome works and works site access

Modification History

Release 1. This is the first release of this unit of competency in the AVI Aviation Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements, performance criteria and range of conditions on at least one occasion and include:

- adapting to differences in equipment and operating environment in accordance with standard operating procedures
- applying relevant legislation and workplace procedures
- applying relevant systems such as aerodrome safety management system (SMS) and procedures to assess and/or mitigate risk that might arise when inspecting and reporting on aerodrome serviceability
- communicating effectively with others
- completing relevant documentation
- identifying and correctly using equipment required to facilitate the safety of aerodrome works and works site access:
 - computer
 - hand tools
 - lights
 - maintenance equipment
 - markers
 - radio/s (non-ops/HR radio, airband/VHF radio)
 - spills response kit
 - telephone
 - vehicle with flashing light
 - vehicle siren/loud speaker
- implementing contingency plans
- implementing work health and safety (WHS)/occupational health and safety (OHS) procedures and relevant regulations
- monitoring and anticipating operational problems and hazards and taking appropriate action
- monitoring work activities in terms of planned schedule
- operating electronic communications equipment to required protocol
- preparing, processing and completing a Notice to Airmen (NOTAM) request in accordance with workplace procedures and regulatory requirements
- reading, interpreting and following relevant instructions, regulations, procedures, information

and signs

- responding appropriately to cultural differences in the workplace
- selecting and using required personal protective equipment (PPE) conforming to industry and WHS/OHS standards
- working collaboratively with others when facilitating the safety of aerodrome works and works site access
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements, performance criteria and range of conditions and include knowledge of:

- aerodrome layout, including access routes
- aerodrome works classifications:
 - time limited works not affecting normal aircraft operations (movement area operational in less than 10 minutes)
 - time limited works requiring a NOTAM, where normal aircraft operations are not affected (movement area not operational within 10-30 minutes)
 - works requiring MOWP with proposed NOTAM for each stage of works
 - unscheduled/emergency works
 - unrestricted works (aerodrome closed)
- aircraft schedules and their use in facilitating the safety of aerodrome works and works site access
- different operating conditions:
 - all weather conditions
 - day or night
 - variety of terrain conditions
 - various forms of transport such as vehicles, other motorised/towed equipment
- functions of a works safety officer
- operation of airband radio equipment
- physical characteristics of aircraft
- problems, safety hazards and risks that may occur when facilitating the safety of aerodrome works and works site access and related assessment/management measures that may need to be taken
- procedures for making movement area safe for aerodrome works include:
 - accessing current weather information and public/aviation forecasts applicable to works site as required

- closing aerodrome to all air traffic
- contacting aerodrome users
- ensuring lighting required to carry out works does not represent a hazard to aircraft operations
- extinguishing lighting to hazardous section of movement area
- marking unserviceable area/s
- partial closure of movement area
- purpose and application of aerodrome markers, markings and temporary lighting
- purpose and application of Method of Works Plan (MOWP)
- reporting procedures
- relevant information/documents:
 - Aerodrome Emergency Plan (AEP) and procedures to be followed for each aerodrome emergency
 - aerodrome Drug and Alcohol Management Plan (DAMP)
 - aerodrome manual
 - aerodrome SMS and safety/security policies, and principles of risk assessment and risk management
 - aerodrome Transport Security Plan (TSP)
 - airline timetables
 - airside driver handbook and/or airside driving requirements for the aerodrome
 - Australian Standards
 - Civil Aviation Safety Regulations (CASRs)
 - conditions of service, legislation and industrial agreements including workplace agreements and awards
 - induction and training materials
 - logbooks
 - Manual of Standards (MOS) Part 139 – Aerodromes
 - NOTAM
 - operational checklists
 - plans and maps
 - relevant forms and databases
 - safety data sheets (SDSs)/materials safety data sheets (MSDSs) for hazardous materials
 - workplace procedures
- relevant legislative and regulatory requirements relating to facilitating the safety of aerodrome works identified in:
 - CASRs and MOS Part 139 – Aerodrome
 - Defence Orders and Instructions
 - environmental sustainability
 - standards and recommended practices (SARPs) of the International Civil Aviation Organization (ICAO)
 - workplace relations

- WHS/OHS and environmental, procedures and regulations including DAMP
- reporting procedures
- requirements for completing relevant documentation and/or incident reporting
- safety distances required from an aircraft wingtip to objects including other aircraft
- signs and notices:
 - hazard warnings
 - limited access
 - movement area guidance signs
 - no smoking
 - speed restrictions
 - unauthorised entry
 - underground electrical reticulation
- suitable means of reporting the conduct of works:
 - MOWP
 - NOTAM
 - other written means of communications as appropriate
 - verbal communication
- weather information and its implications for workplace operations
- when serviceability inspections may need to occur
- workplace procedures for facilitating the safety of aerodrome works and works site access.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

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.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- acceptable means of simulation assessment
- applicable documentation including workplace procedures, regulations, codes of practice and

operation manuals

- relevant materials, tools, equipment and personal protective equipment currently used in industry.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=4725260a-0af3-4daf-912b-ef1c2f3e5816>