



Australian Government

**Assessment Requirements for AVIZ0003
Maintain basic situational awareness in an
aviation workplace**

Release: 1

Assessment Requirements for AVIZ0003 Maintain basic situational awareness in an aviation workplace

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 (SOPs)
- applying precautions and required action to minimise, control or eliminate identified hazards
- applying relevant legislation and workplace procedures
- communicating effectively with others
- completing relevant documentation
- identifying and correctly using relevant equipment
- implementing contingency plans
- implementing work health and safety (WHS) procedures and relevant regulations
- interpreting and following operational instructions and prioritising work
- modifying activities depending on workplace contingencies, situations and environments
- 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
- reading, interpreting and following relevant regulations, instructions, procedures, information and signs
- reporting and/or rectifying identified problems promptly in accordance with regulatory requirements and workplace procedures
- responding appropriately to cultural differences in the workplace
- selecting and using required personal protective equipment (PPE) conforming to industry and WHS standards
- working collaboratively with others
- 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:

- communication procedures and protocols
- people to consult about maintaining situational awareness, including:
 - airline personnel and managers
 - aviation passengers
 - contractors
 - other workplace personnel and managers
 - emergency services personnel
 - relevant human resources staff
 - relevant technical staff
 - safety personnel
 - security personnel
 - workplace visitors
- procedures for maintaining situational awareness
- factors that may adversely affect the safety and/or security situation of an aviation workplace, including:
 - breaches of security regulations and procedures
 - changes in wind and weather conditions
 - equipment exceeding nominated operating parameters and tolerances
 - equipment or facility breakdown, malfunction or failure
 - moving vehicles and aircraft in the workplace environs
 - persons committing criminal or unlawful acts of interference with aviation
 - poor housekeeping
 - safety hazards in the workplace, such as rotating equipment and propellers, jet blast, slippery surfaces, exposed electrical leads and connections, and toxic materials
 - security threats
 - workplace emergencies, such as a fire, flood, chemical/toxic spill, crash or personnel injury
- indications of an unsafe or insecure situation including:
 - deteriorating or faulty equipment or facility performance obtained through routine equipment and facility checks
 - emergency sirens and alarms
 - equipment exceeding or about to exceed operating parameters and tolerances
 - poorly maintained workplace and related facilities
 - observation and recognition of a security threat
 - observed breaches of security regulations and procedures
 - observed rubbish and untidiness in the workplace
 - persons acting suspiciously
 - recognition of safety hazards in the workplace and/or breaches of safety policies and procedures

- warning signs and visual/audible signals indicating hazards arising from moving vehicles and/or aircraft in the workplace
- weather and other meteorological information that indicates a potential threat to workplace operations and/or personnel in the workplace
- aviation information including:
 - approved workplace checklists
 - conditions of service, legislation and industrial agreements including workplace agreements and awards
 - emergency procedures
 - equipment facility performance specifications/charts
 - induction and training materials
 - local instructions for the aviation workplace concerned
 - operations manuals
 - relevant approved aviation publications
 - relevant regulations for the aviation workplace concerned
 - safety and security policies, procedures and guidelines
 - weather and meteorological information, charts, advice and forecasts
 - workplace procedures and instructions, and job specifications
- relevant safety, security and environmental regulations, policies, procedures and rules and any other relevant regulatory requirements including:
 - Civil Aviation Act
 - relevant Australian Civil Aviation Safety Regulations (CASRs) and Civil Aviation Orders pertaining to the aviation workplace concerned
 - relevant Australian Standards
 - relevant health, food handling and hygiene legislation
 - relevant International Air Transport Association (IATA) regulations
 - relevant requirements, standards and recommended practices of the International Civil Aviation Organization (ICAO) for the aviation workplace concerned
 - relevant security regulations
 - relevant national and state/territory work health and safety (WHS) legislation
 - relevant state/territory environmental protection legislation
- safety and security hazards and risks that may be identified in an aviation workplace and ways of controlling identified hazards and associated risks
- safety and security problems that may be identified when maintaining and managing situational awareness and action that can be taken to overcome these problems
- weather information and its implications for workplace operations.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

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

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.

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 PPE currently used in industry.

Links

AVI Training Package Companion Volume Implementation Guide available on VET Net: - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=4725260a-0af3-4daf-912b-ef1c2f3e5816>