



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **AVIM5008A Conduct flight review**

**Revision Number: 1**

## AVIM5008A Conduct flight review

### Modification History

Not applicable.

### Unit Descriptor

#### Unit Descriptor

This unit involves the skills and knowledge required to plan and conduct a flight review and assess competency of an applicant to continue to use a Flight Crew Rating or military equivalent. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

### Application of the Unit

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Work must be carried out in compliance with the relevant licence and aircraft rating requirements of the Civil Aviation Safety Authority (CASA); relevant airspace control requirements; and regulations.

Use for Australian Defence Force (ADF) Aviation is to be in accordance with relevant Defence Orders and Instructions and applicable CASA compliance.

Operations are conducted across a variety of operational contexts within the Australian aviation industry.

Work is performed without supervision.

This unit of competency is nominally packaged at Diploma level.

### Licensing/Regulatory Information

Not applicable.

### Pre-Requisites

Not applicable.

## Employability Skills Information

**Employability Skills** This unit contains employability skills.

## Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.

## Elements and Performance Criteria

### ELEMENT

### PERFORMANCE CRITERIA

#### 1 Conduct pre-flight discussion

- 1.1 Pre-flight discussion plan is prepared that covers the topics required for the rating being reviewed
- 1.2 Pre-flight discussion plan is delivered
- 1.3 Opportunities to actively participate in the discussion are provided to the applicant
- 1.4 Discussion is reviewed to determine whether the aims of the discussion were achieved

#### 2 Conduct review

- 2.1 Flight review is conducted in accordance with flight review standards as specified in applicable regulations
- 2.2 Applicant's performance against the standards specified in applicable regulations is identified
- 2.3 Remedial training for those elements performed below the specified standard is determined
- 2.4 Remedial training is conducted where applicable in accordance with established workplace procedures

#### 3 Complete post-review briefing and administration

- 3.1 Post-review briefing is conducted that includes assessment of applicant's competence against the standards specified in applicable regulations
- 3.2 Post-review administration is completed in accordance with established workplace procedures

## Required Skills and Knowledge

### REQUIRED KNOWLEDGE AND SKILLS

This describes the essential knowledge and skills and their level required for this unit.

#### Required knowledge:

- Relevant sections of Civil Aviation Safety Regulations and Civil Aviation Orders
- In Australian Defence Force context, relevant Defence Orders and Instructions
- Relevant sections of national and state or territory regulatory requirements and codes of practice
- Australian national competency standards for pilots
- Relevant OH&S and environmental procedures and regulations
- Common risks that exist when conducting flight reviews
- Common problems that may occur when conducting flight reviews and appropriate action that should be taken in each case
- Assessment and workplace training competency standards
- Principles of adult teaching and learning
- Human performance and limitations factors relevant to the training tasks
- Psychological factors affecting satisfaction of human needs, defence mechanisms and stress management
- Relevant workplace policies and procedures
- Appropriate methods of analysis and training planning
- Lesson planning and development
- Preparation of training resources
- Principles of assessment
- Assessment of behaviour
- Self-assessment and evaluation
- Questioning techniques
- Requirements for completing relevant documentation

#### Required skills:

- Communicate effectively with others when conducting a flight review
- Demonstrate flight instructor role modelling
- Apply Crew Resource Management (CRM) skills applicable to conducting a flight review
- Apply Threat and Error Management skills applicable to conducting a flight review
- Read and interpret instructions, regulations, procedures and other information relevant to conducting a flight review
- Interpret and follow operational instructions and prioritise work

## REQUIRED KNOWLEDGE AND SKILLS

- Complete documentation related to conducting a flight review
- Work collaboratively with others when conducting a flight review
- Adapt appropriately to cultural differences in the workplace, including modes of behaviour and interactions with others
- Promptly report and/or rectify any identified problems that may occur when conducting a flight review in accordance with regulatory requirements and workplace procedures
- Implement contingency plans for unexpected events that may arise when conducting a flight review
- Apply precautions and required action to minimise, control or eliminate hazards that may exist during a flight review
- Monitor and anticipate operational problems and hazards and take appropriate action
- Monitor work activities in terms of planned schedule
- Modify activities dependent on differing workplace contingencies, situations and environments
- Work systematically with required attention to detail without injury to self or others, or damage to goods or equipment
- Adapt to differences in equipment and operating environment in accordance with standard operating procedures
- Select and use required personal protective clothing and equipment conforming to industry and OH&S standards
- Implement OH&S procedures and relevant regulations
- Identify and correctly use equipment required to conduct flight review

# Evidence Guide

## EVIDENCE GUIDE

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills, the range statement and the assessment guidelines for this Training Package.

### **Critical aspects for assessment and evidence required to demonstrate competency in this unit**

- The evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria of this unit and include demonstration of:
  - the underpinning knowledge and skills
  - developing and delivering an appropriate pre-flight discussion plan
  - ensuring aircraft is operated in accordance with aircraft operating parameters
  - assessing applicant's competence against required standards
  - conducting a post-review briefing
  - completing appropriate post-review administration

### **Context of and specific resources for assessment**

- Performance is demonstrated consistently over a period of time and in a suitable range of contexts
- Resources for assessment include:
  - a range of relevant exercises, case studies and/or other simulated practical and knowledge assessment, and/or
  - access to an appropriate range of relevant operational situations in the workplace
  - In both real and simulated environments, access is required to:
    - relevant and appropriate materials and equipment, and
    - applicable documentation including workplace procedures, regulations, codes of practice and operation manuals

### **Method of assessment**

- Assessment of this unit must be undertaken by a registered training organisation
- As a minimum, assessment of knowledge must be conducted through appropriate written/oral tests
- Practical assessment must occur:
  - through activities in an appropriately simulated environment at the registered training organisation, and/or
  - in an appropriate range of situations in the workplace

## Range Statement

### RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance.

- |   |  |
|---|--|
| Aircraft operation is conducted in accordance with:   | <ul style="list-style-type: none"> <li>• regulatory requirements</li> <li>• safe operational practices</li> </ul>  |
| Dependent on the type of organisation concerned and the local terminology used, workplace procedures may be referred to as: | <ul style="list-style-type: none"> <li>• company procedures</li> <li>• enterprise procedures</li> <li>• organisational procedures</li> <li>• standard operating procedures</li> <li>• manufacturers guidelines</li> <li>• established procedures</li> <li>• workplace instructions</li> <li>• in defence context, relevant Defence Orders and Instructions</li> </ul>  |
| Information/documents may include:  | <ul style="list-style-type: none"> <li>• relevant sections of Civil Aviation Safety Regulations and Civil Aviation Orders pertaining to the conduct of a flight review</li> <li>• in Defence context, relevant Defence Orders and Instructions</li> <li>• Flight Manual/Pilot's Operating Handbook (POH)</li> <li>• Manual of Standards-Pilot Licensing (MOS-PL)</li> <li>• Aeronautical Information Publication (AIP)</li> <li>• En Route Supplement Australia (ERSA)</li> <li>• charts</li> <li>• operations manuals</li> <li>• workplace procedures and instructions and job specification</li> <li>• induction and training materials</li> <li>• conditions of service, legislation and industrial agreements including workplace agreements and awards</li> </ul> |
| Applicable regulations and legislation may include:   | <ul style="list-style-type: none"> <li>• relevant Civil Aviation Safety Regulations and Civil Aviation Orders</li> <li>• in Defence context, relevant Defence Orders and Instructions</li> <li>• relevant state/territory OH&amp;S legislation</li> <li>• relevant state/territory environmental protection legislation</li> <li>• relevant Australian Standards</li> </ul>  |
| Suitable flight review resources may include:   | <ul style="list-style-type: none"> <li>• aircraft</li> <li>• debriefing rooms</li> <li>• classrooms</li> </ul>   |

**RANGE STATEMENT**

Environmental conditions may include:

- weather
- hazards and threats such as power lines and masts
- terrain
- birds/wildlife
- other airspace operations

Assessment of applicant's competence may include:

- strengths
- deficiencies
- remedial actions
- self-awareness and insight
- self-management

**Unit Sector(s)**

Not applicable.

**Competency field**

**Competency Field**

M - Training and Assessment