



Australian Government

AVIB3004 Manage and carry out pre- and post-flight cabin checks

Release: 1

AVIB3004 Manage and carry out pre- and post-flight cabin checks

Modification History

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

Application

This unit involves the skills and knowledge required to manage and carry out pre- and post-flight cabin safety checks, in compliance with relevant regulatory requirements of the Civil Aviation Safety Authority (CASA) and national operating standards.

It includes carrying out pre-flight safety and security checks, preparing aircraft cabin for service, carrying out post-flight checks, and carrying out administrative procedures.

This unit addresses aviation technical skill requirements (physical, mental and task-management abilities) related to aircraft operational duties of flight crew skills, and contributes to safe and effective performance in complex aviation operational environments.

Operations are conducted as part of recreational, commercial and military aircraft activities across a variety of operational contexts within the Australian aviation industry.

Work is performed independently or under limited supervision as a single operator or within a team environment.

Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Use for Defence Aviation is to be in accordance with relevant Defence Orders, Instructions, Publications and Regulations.

Pre-requisite Unit

Not applicable.

Competency Field

B – Equipment Checking and Maintenance

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

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| 1 Carry out pre-flight safety and security checks | <ul style="list-style-type: none">1.1 Pre-flight cabin safety and security checks are carried out in accordance with regulatory requirements and workplace procedures1.2 Appropriate action is taken to promptly address identified problems related to aircraft safety or security and/or to report these problems to relevant personnel, in accordance with regulatory requirements and workplace procedures1.3 Crew Resource Management (CRM) principles are applied to establish and maintain awareness of the impact of time and/or commercial pressure on safety-sensitive tasks1.4 Tasks are prioritised during pre-flight checks to ensure critical safety tasks are addressed prior to service checks1.5 Appropriate action is taken in accordance with workplace procedures to report or rectify situations where cabin safety resources are faulty or inadequate, in accordance with regulatory requirements and workplace procedures |
| 2 Prepare aircraft cabin for service | <ul style="list-style-type: none">2.1 Preparation of cabin for passenger arrival is conducted in accordance with workplace procedures2.2 Pre-flight cabin service checks are carried out in accordance with regulatory requirements and workplace procedures2.3 Cabin resources are accessed to replenish depleted stocks as required2.4 Cabin configuration faults are reported/rectified in accordance with workplace procedures |
| 3 Carry out post-flight checks | <ul style="list-style-type: none">3.1 Post-flight cabin safety, security and service checks are carried out in accordance with regulatory requirements and workplace procedures3.2 Aircraft cabin and systems are inspected for serviceability, and depleted stocks are identified and reported in accordance with workplace procedures |
| 4 Carry out administrative | <ul style="list-style-type: none">4.1 Workplace administrative procedures concerning cabin safety, security and service checks and related action are |

procedures

identified and interpreted

- 4.2 Administrative procedures are implemented in accordance with regulatory requirements and workplace procedures
- 4.3 All required pre-flight and post-flight cabin safety, security and service checking documentation is completed in accordance with regulatory requirements and workplace requirements

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

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| Pre- and post-flight cabin safety and security checks must include checking one or more of the following: | <ul style="list-style-type: none">• safety resources and equipment, in accordance with relevant procedures and regulations, including first aid equipment• security of aircraft cabin, in accordance with relevant procedures and regulations |
| Pre- and post-flight cabin service checks must include checking one or more of the following: | <ul style="list-style-type: none">• aircraft safety and emergency equipment• cabin equipment• cabin facilities• passenger support resources• seating and passenger restraints |

Unit Mapping Information

This unit replaces and is equivalent to AVIB3004B Manage and carry out pre- and post-flight cabin checks.

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for AVIB3004 Manage and carry out pre- and post-flight cabin checks

Modification History

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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 precautions and required action to minimise, control or eliminate identified hazards
- applying relevant aeronautical knowledge
- applying relevant legislation and workplace procedures
- communicating effectively with others
- identifying and correctly using relevant equipment
- implementing contingency plans
- implementing work health and safety (WHS)/occupational health and safety (OHS) 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
- reporting difficulties in preparing a cabin
- selecting and using required personal protective equipment conforming to industry and WHS/OHS 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:

- action to be taken during pre- and post-flight cabin checks in response to senior aircrew instructions
- airline administrative procedures
- airline procedures and standards for managing and conducting pre- and post-flight cabin service checks on aircraft
- cabin safety resources for various types of aircraft
- cabin service features and amenities for various types of aircraft
- crew resource management (CRM) and human factors (HF) principles
- problems that may occur when managing and conducting pre- and post-flight cabin checks and action that should be taken in each case
- regulatory requirements and airline procedures and standards for managing and conducting pre- and post-flight cabin safety and security checks on aircraft
- regulatory requirements concerning passenger and aircraft safety and security
- relevant customs, quarantine, equal opportunity and anti-discrimination regulations
- relevant sections of Civil Aviation Safety Regulations (CASRs) and Civil Aviation Orders
- relevant WHS/OHS, security hygiene and environmental procedures/regulations
- risks that exist when conducting pre- and post-flight cabin checks and related risk control procedures and precautions.

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.

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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 personal protective equipment currently used in industry.

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