



Australian Government

AVID2003 Prepare freight for flight

Release: 1

AVID2003 Prepare freight for flight

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 prepare freight for flight, in compliance with relevant regulatory requirements of the Civil Aviation Safety Authority (CASA) and national operating standards.

It includes identifying freight, packaging freight, labelling freight, and assembling freight ready for loading onto aircraft.

This unit addresses aviation technical skill requirements (physical, mental and task-management abilities) related to load handling duties of ground operations personnel, 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

D – Load Handling

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

PERFORMANCE CRITERIA

Elements describe the essential outcomes.

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

1 Identify freight

- 1.1 Documentation for transporting freight by air is examined and interpreted in accordance with workplace procedures and regulatory requirements
- 1.2 Hazards are identified, risks are assessed and hazard management is implemented
- 1.3 Types of freight to be transported are identified in accordance with workplace procedures and regulatory requirements

2 Package freight

- 2.1 Requirements for packaging freight are identified and interpreted in accordance with workplace procedures
- 2.2 Materials and resources required for packaging are selected in accordance with workplace procedures
- 2.3 Freight is securely packaged in accordance with identified requirements

3 Label freight

- 3.1 Requirements for labelling freight are identified and interpreted in accordance with workplace procedures
- 3.2 Freight is correctly labelled in accordance with workplace procedures and regulatory requirements

4 Assemble freight ready for loading onto aircraft

- 4.1 Freight is consolidated in accordance with loading plan
- 4.2 Freight is loaded into containers as required in accordance with workplace procedures and regulatory requirements
- 4.3 Loose freight is appropriately assembled for transfer to aircraft in accordance with workplace procedures and regulatory requirements
- 4.4 Live freight is placed in appropriate assembly area and correctly cared for in accordance with workplace procedures and regulatory requirements
- 4.5 Freight containing allowable dangerous goods is appropriately segregated and stored in preparation for loading in accordance with workplace procedures and relevant regulatory requirements
- 4.6 Screening of freight by security for explosives in accordance with workplace procedures and relevant regulatory

requirements is confirmed

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.

Documentation must include one or more of the following:

- chain of responsibility implications for air transport of freight
 - cold chain checklists and guidelines for air transport of perishable goods
 - conditions of service, legislation and industrial agreements including workplace agreements and awards
 - emergency procedures
 - flight schedules
 - goods identification numbers and codes
 - induction and training materials
 - local instructions
 - manifests, bar codes, goods and product identification
 - work health and safety (WHS)/occupational health and safety (OHS) regulations
 - relevant Australian Standards and industry codes of practice relevant to various categories of air freight
 - relevant International Air Transport Association (IATA) regulations
 - sections of Civil Aviation Safety Regulations (CASRs) and Civil Aviation Orders relevant to preparing freight for air transport
 - supplier and/or client instructions
 - workplace checklists for preparing freight for air transport
 - workplace procedures and instructions, and job specifications
- Hazards must include one or more of the following:
- contamination of, or from, materials being handled
 - dust/vapours
 - hazardous or dangerous materials
 - spill, leakages, ruptures
- Hazard management is:
- principles of hierarchy of risk control:
 - elimination
 - substitution

- Freight must include one or more of the following:
- isolation
 - engineering control measures
 - safe working practices
 - personal protective equipment
 - allowable dangerous goods
 - aviation containers/cans loaded with freight
 - diplomatic items
 - fragile goods
 - general freight
 - human remains
 - live freight
 - loose freight
 - mail/express
 - perishable goods
 - unaccompanied baggage
 - valuables

Unit Mapping Information

This unit replaces and is equivalent to AVID2003B Prepare freight for flight.

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 AVID2003 Prepare freight for flight

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 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)/occupational health and safety (OHS) procedures and relevant regulations
- 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, signs and labels
- reporting and/or rectifying identified problems promptly, in accordance with regulatory requirements and workplace procedures
- selecting and using required personal protective equipment (PPE) 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:

- air freight loading principles
- features and differences in various types of freight handling and packaging equipment used at Australian airports and freight terminals
- manual handling procedures
- manufacturer instructions for relevant equipment and packing used during freight preparation operations
- people to be consulted about preparing freight for air transport:
 - customers
 - dangerous goods experts and advisors
 - experts and advisors on the transport of animals and livestock
 - experts on other special categories of air freight
 - flight crew
 - human remains experts, funeral directors and advisors
 - international and domestic agents, suppliers, clients
 - mail/express experts and advisors
 - other members of the work team/s
 - perishable goods experts and advisors
 - relevant authorities and institutions
 - supervisor/s and manager/s
 - technical staff
 - valuable goods security experts
- problems that may occur when carrying out freight preparation operations and appropriate action that should be taken in each case
- relevant WHS/OHS and environmental procedures and regulations
- relevant regulatory requirements pertaining to preparing freight for air transport, including International Air Transport Association (IATA) and Civil Aviation Safety Authority (CASA) requirements
- risks that exist when carrying out freight preparation operations and related risk control procedures and precautions
- workplace procedures for freight preparation operations for various categories of air freight.

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 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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