



Australian Government

AVID2004 Conduct aviation freight weighing operations

Release: 1

AVID2004 Conduct aviation freight weighing operations

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 conduct aviation freight weighing operations, in compliance with relevant regulatory requirements of the Civil Aviation Safety Authority (CASA) and national operating standards.

It includes interpreting freight documentation, weighing freight, measuring freight dimensions, confirming measurements against freight documentation, and completing air waybill documentation.

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

Elements describe the essential outcomes.

PERFORMANCE CRITERIA

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

1 Interpret freight documentation

- 1.1 Freight documentation is accessed and interpreted in accordance with workplace procedures and regulatory requirements
- 1.2 Hazards are identified, risks are assessed and hazard management is implemented

2 Weigh freight

- 2.1 Weighing machine is prepared for use in accordance with manufacturer instructions and workplace procedures
- 2.2 Correct manual lifting procedures are used when transferring freight to and from the weighing machine in accordance with work health and safety (WHS)/occupational health and safety (OHS) regulations and workplace procedures
- 2.3 Freight is weighed in accordance with manufacturer instructions and workplace procedures
- 2.4 Measured weight of freight is accurately recorded in accordance with workplace procedures

3 Measure freight dimensions

- 3.1 Freight physical dimensions are measured in accordance with workplace procedures
- 3.2 Measured freight dimensions are recorded in accordance with workplace procedures
- 3.3 Freight with unusual shape is noted and an appropriate record is kept in accordance with workplace procedures

4 Confirm measurement against freight

- 4.1 Weight and physical dimensions, as measured, are compared with those contained in received documentation

documentation	4.2	Where measured weight and physical dimensions correspond with those in the documentation, appropriate confirmation is recorded on air waybill in accordance with workplace procedures and regulatory requirements
	4.3	Where there is a discrepancy between measured weight and physical dimensions and those in the documentation, appropriate action is taken to contact client and to report and record the discrepancy in accordance with workplace procedures and regulatory requirements
	5.1	Air waybill is completed in accordance with workplace procedures and regulatory requirements
5 Complete air waybill documentation	5.2	Air waybill is signed off and processed in accordance with workplace procedures and regulatory requirements noting all measurement outcomes
	5.3	Processed freight is transferred to despatch area

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:	• aircraft loading/trim sheet • aviation freight weighing checklists • conditions of service, legislation and industrial agreements including workplace agreements and awards • emergency procedures • flight schedules • freight manifest, air waybill and other relevant freight documentation • induction and training materials
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- local instructions
 - manufacturer specifications and instructions relevant weighing equipment
 - WHS/OHS regulations
 - sections of Civil Aviation Safety Regulations (CASRs) and Civil Aviation Orders relevant to aviation freight weighing operations
 - 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 must include:
- principles of hierarchy of risk control:
 - elimination
 - substitution
 - isolation
 - engineering control measures
 - safe working practices
 - personal protective equipment
- Aviation freight weighing operations must be carried out in one or more of the following:
- aviation freight depot/terminal, or freight check-in point at either a major airport or regional airport
 - domestic or international aviation freight transport
 - fully manual process, or in conjunction with automated freight handling/management equipment
- Freight must include one or more of the following:
- allowable dangerous goods
 - 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 AVID2004B Conduct aviation freight weighing operations.

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 AVID2004 Conduct aviation freight weighing operations

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
- identifying and correctly using equipment required to conduct aviation freight weighing operations
- 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, signs and labels
- 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/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 waybill documentation requirements
- features and differences in various types of weighing equipment used at Australian airports and aviation freight terminals
- manual lifting precautions and procedures
- manufacturer instructions for equipment used during aviation freight weighing operations
- people to be consulted about accepting 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
 - other members of the work team/s
 - perishable goods experts and advisors
 - supervisors and managers
 - technical staff
- principles of hierarchy of risk control:
 - elimination
 - substitution
 - isolation
 - engineering control measures
 - safe working practices
 - personal protective equipment
- principles of aviation freight transport, and importance of load planning and aircraft trim
- problems that may occur when conducting aviation freight weighing operations and appropriate action that should be taken in each case
- relevant WHS/OHS and environmental procedures and regulations
- relevant sections of Civil Aviation Safety Regulations (CASRs) and Civil Aviation Orders
- risks that exist when conducting aviation freight weighing operations and related risk control procedures and precautions
- workplace procedures for aviation freight weighing operations.

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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