



Australian Government

AVIF0004 Implement aviation risk management processes

Release: 2

AVIF0004 Implement aviation risk management processes

Modification History

Release 2. ISC upgrade - a statement relevant to Defence Aviation has been added to the Application of the unit.

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 implement aviation risk management processes, in compliance with relevant regulatory requirements of the Civil Aviation Safety Authority and national operating standards.

It includes identifying, controlling, monitoring and reviewing the effectiveness of risk management processes as part of a safety management system (SMS).

Work involves managing the effects of uncertainty on objectives using an SMS within a variety of operational contexts within the Australian aviation industry.

This unit addresses aviation non-technical skill requirements (mental, social and personal-management abilities) related to safety management duties that complement the technical skills of aviation personnel and contributes to safe and effective performance in complex aviation operational environments.

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

Work is performed independently or under limited supervision within a single-pilot or multi-crew 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

F – Safety Management

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Identify aviation hazards and assess risk

PERFORMANCE CRITERIA

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

1.1 Hazards are identified through organisational methods in accordance with workplace standards

1.2 Stakeholders are identified and involved in the risk assessment process

1.3 Likelihood and consequence of hazards are assessed and ranked against established organisational risk assessment criteria

2 Identify risk controls

2.1 Controls that reduce risk to as low as reasonably practicable (ALARP) are identified in accordance with workplace policies and procedures

2.2 Risk management action plan is developed and communicated to all stakeholders

2.3 Risk management documentation is completed and checked for accuracy

3 Control aviation risk

3.1 Risk control selections are determined with consideration of effect on stakeholders

3.2 Risk control methods are communicated to stakeholders

3.3 Selected risk control method/s is implemented, monitored and evaluated

4 Monitor and review effectiveness of risk control

4.1 Implemented risk controls are regularly monitored against measures of success/effectiveness

4.2 Assistance is provided to review risk in own area of operation

4.3 Management of risk is continuously monitored and reviewed in own area of operation

4.4 Review results are used to improve risk control

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.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Organisational methods to identify hazards must include one or more of the following:	• brainstorming • hazard reporting • historical occurrence data • internal/external safety reviews • monitoring operational activities • reviewing standards, procedures and systems • surveys and questionnaires
Workplace standards must include:	• current Australian Standard (AS)/New Zealand Standard (NZS) International Standard Organization (ISO) risk management standard
Likelihood criteria must include:	• rare • unlikely • possible • likely • almost certain
Consequence criteria must include:	• negligible • minor • major • moderate • severe
Aviation risk must include one or more of the following:	• regulatory • customs, practices and conventions • documents, manuals and handbooks • legislation, regulations and policies • operating and user guides • standard operating procedures • hardware • aircraft

- buildings, facilities and infrastructure
- communications and control equipment
- ground support equipment
- operator tools
- plant equipment
- vehicles, trailers and equipment
- environmental
 - commercial
 - corporate
 - economic
 - organisational
 - physical
 - political
 - regulatory
 - social
- personnel
 - human factors
 - human performance, capabilities and limitations
 - physiological
 - psychological
- hierarchy of risk control
 - elimination
 - substitution
 - engineered controls
 - administrative controls
 - personal protective equipment

Risk control methods must include one or more of the following:

Unit Mapping Information

No equivalent unit.

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 AVIF0004 Implement aviation risk management processes

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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:

- applying precautions and required actions to minimise and control the effects of risk when carrying out own work functions
- communicating effectively with others
- determining appropriate risk levels and control methods through effective decision making
- developing a well-researched, clear and comprehensive risk management plan
- identifying risk controls
- implementing risk management processes to safely achieve operational objectives
- reading and comprehending a variety of safety/technical texts
- researching and collecting data to monitor and evaluate risks
- solving problems to appropriately address identified risks
- using at least one of the following organisational methods to identify aviation hazards
 - brainstorming
 - hazard reporting
 - historical occurrence data
 - internal/external safety reviews
 - monitoring operational activities
 - reviewing standards, procedures and systems
 - surveys and questionnaires
- working collaboratively with others
- writing, editing and proofreading documents to ensure clarity of meaning, accuracy and consistency of information.

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:

- Australian and international risk management standards
- aviation hazard identification methods
- aviation risks
 - regulatory
 - hardware
 - environmental
 - personnel
- hierarchy of risk control
 - elimination
 - substitution
 - engineered controls
 - administrative controls
 - personal protective equipment
- key provisions of relevant national and state/territory legislation, regulations and codes of practice that may affect aspects of business operations such as
 - anti-discrimination legislation
 - ethical principles
 - privacy
 - environmental issues
 - work health and safety (WHS)/occupational health and safety (OHS)
 - organisational policies and procedures relating to risk management processes and strategies such as Defence Orders, Instructions and publications
 - auditing requirements relating to risk management
 - safety management systems (SMSs) including Civil Aviation Safety Regulations (CASRs) and Civil Aviation Orders (CAOs)
- risk assessment and analysis techniques and tools
- risk management processes within an aviation SMS.

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 processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

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

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulation assessment.

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