



Australian Government

AVIW4001 Manage pre- and post-flight actions

Release: 1

AVIW4001 Manage pre- and post-flight actions

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 pre- and post-flight actions, in compliance with relevant regulatory requirements of the Civil Aviation Safety Authority (CASA) and national operating standards.

It includes completing pre- and post-flight administration, performing pre- and post-flight actions/inspections, and performing and certifying daily inspections.

This unit addresses aviation technical skill requirements (physical, mental and task-management abilities) related to equipment and system operations of flight crew, 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 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

W – Equipment and Systems Operations

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 Complete pre- and post-flight administration	1.1 Pre- and post-flight planning and documentation is completed in accordance with regulatory requirements and/or operations manual 1.2 Aircraft take-off and landing performance is calculated in accordance with performance charts 1.3 Aircraft weight and balance is confirmed 1.4 Pre- and post-flight maintenance release (flight technical log) and flight administration is completed in accordance with regulatory requirements and/or operations manual 1.5 Aircraft serviceability is determined by daily inspection, and certification of daily inspection in maintenance release (flight and technical log) is completed in accordance with regulations
2 Perform pre- and post-flight actions/ inspection	2.1 Equipment and documentation as required by regulation, is identified and secured in aircraft pre-flight 2.2 Hazards are identified, risks are assessed and hazard management is implemented 2.3 Internal checks are completed in accordance with approved checklist 2.4 External checks are completed in accordance with approved checklist 2.5 Flight equipment and documentation are removed from aircraft post-flight 2.6 Aircraft is secured in accordance with manufacturer specifications and organisational procedures
3 Perform and certify daily inspection	3.1 Daily inspection of aircraft is performed in accordance with authorised aviation maintenance systems 3.2 Appropriate actions are undertaken to rectify discrepancies 3.3 Daily inspection is certified in accordance with regulatory 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.

Unit Mapping Information

This unit replaces and is equivalent to AVIW4001B Manage pre- and post-flight actions.

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 AVIW4001 Manage pre- and post-flight actions

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 and performance criteria on at least one occasion and include:

- accessing and applying relevant regulations, orders and information to the performance of the required planning, pre- and post-flight administrative functions
- adapting to differences in equipment and operating environment in accordance with standard operating procedures
- applying air safety practices and regulations
- applying precautions and required action to minimise, control or eliminate identified hazards
- applying relevant aeronautical knowledge
- calculating aircraft performance for all phases of flight
- calculating fuel requirements
- calculating rotorcraft hover performance
- calculating take-off and landing performance
- certifying aircraft flight technical log
- communicating effectively with others
- completing internal and external aircraft checks
- completing relevant documentation
- complying with flight authorisations
- conducting maintenance and flight briefings
- determining optimum cruise altitude for operations safety and efficiency requirements
- ensuring all aircraft locking and securing devices, covers and bungs are removed and stowed securely
- entering defects or endorsements to permissible unserviceabilities in aircraft flight technical log
- identifying all relevant radio and navigation aid facilities to be used during flight
- identifying and correctly using relevant equipment
- identifying and securing equipment and documentation required for flight
- identifying minimum equipment applicable to aircraft type
- identifying special aerodrome procedures
- 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
- liaising with qualified maintenance personnel to determine action required in relation to identified defects or damage
- meeting flight crew obligations and restrictions in regard to daily inspections and certification
- 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
- obtaining, interpreting and applying relevant information contained in required pre-flight operational documentation:
 - minimum equipment list (MEL)
 - maintenance release
 - weather forecasts
 - local observations
 - Notice to Airmen (NOTAM)
 - global navigation satellite system (GNSS) receiver autonomous integrity monitoring (RAIM) information
 - En Route Supplement Australia (ERSA)
 - aeronautical information package (AIP)
- operating electronic communications equipment to required protocol
- performing input and downloading of data from flight planning systems if applicable
- performing tie-down, covering and securing of aircraft
- reading, interpreting and following relevant regulations, instructions, procedures, information and signs
- reporting and/or rectifying problems, faults or malfunctions, in accordance with workplace procedures
- selecting and using relevant equipment required when managing pre- and post-flight actions
- 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:

- aircraft entry and exit procedures
- aircraft maintenance release requirements and procedures for intended flight
- airworthiness requirements applicable to aircraft category and class or type

- checklist use and procedures
- daily inspection procedures including rectification actions
- flight specific reports including incident reporting
- fuel requirements for day visual flight rules (VFR) flight operation
- interpretation of meteorological and Notice to Airmen (NOTAM) information
- local aerodrome requirements
- local weather patterns
- minimum equipment list for applicable aircraft type
- purpose and procedures for accessing and using pre-flight briefing and information systems
- pre- and post-flight planning administration procedures including flight authorisations
- relevant national aeronautical information processing system (NAIPS) and aeronautical information publications
- relevant sections of Civil Aviation Safety Regulations (CASRs) and Civil Aviation Orders
- relevant WHS/OHS and environmental procedures and regulations
- safe equipment stowage
- standard operating procedures for category and class or type of aircraft and operator
- take-off and landing performance charts.

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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