



Australian Government

AVIO2006A Control access to and exit from an airside security zone or landside security zone at an airport

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit involves the skills, knowledge and attitudes required by personnel responsible for control of access to and exit from an airside security zone or landside security zone at an airport. Responsibilities include managing persons, inspecting articles and vehicles, managing vehicular traffic, managing access control systems and identifying and reporting of non compliances and unlawful interference with aviation. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Application of the Unit

Work must be carried out in accordance with workplace procedures and other relevant regulatory requirements.

Work is performed under some supervision usually within a team environment.

Work involves the application of workplace procedures and relevant regulations during the control of access to and exit from an airside security zone or landside security zone at an airport.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

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|--|---|
| 1 Manage persons to enter an airside security zone or landside security zone | <ul style="list-style-type: none">1.1 Identification details of persons entering airside security zones or landside security zones are verified in accordance with legislative requirements and workplace procedures1.2 Entry validations are issued and collected in accordance with workplace procedures1.3 Incidents that infringe or breach workplace procedures are acted upon, reported and recorded in accordance with legislative requirements and workplace procedures1.4 Persons are received in a professional and courteous manner and processed in accordance with workplace procedures1.5 Relevant documentation is maintained in accordance with the organisation's transport security program1.6 Persons whose identification details cannot be verified are processed in accordance with workplace procedures |
| 2 Inspect articles and/or vehicles to enter an airside security zone or landside security zone | <ul style="list-style-type: none">2.1 Requests to inspect baggage and/or vehicles are made in accordance with legislative requirements and workplace procedures2.2 Inspections are carried out in accordance with legislative requirements and workplace procedures2.3 Prohibited items or weapons found during inspections are dealt with in accordance with legislative requirements and workplace procedures2.4 Notification of the detection of prohibited items or weapons found during inspection is carried out in accordance with legislative requirements and workplace procedures |

- 2.5 Persons refusing inspection requests are reported and processed in accordance with legislative requirements and workplace procedures
- 3 Manage vehicular traffic to enter an airside security zone or landside security zone
 - 3.1 Vehicle entry validations are checked or issued, and collected in accordance with the organisation's transport security program
 - 3.2 Outgoing vehicles are processed against relevant documentation in accordance with workplace procedures
 - 3.2 Incoming vehicles are directed to appropriate parking, escorting location or loading and unloading areas in accordance with workplace procedures, relevant laws and by-laws and site requirements
 - 3.4 Incidents that infringe or breach legislative requirements are reported in accordance with workplace procedures
 - 3.5 All communication when managing access control is conducted in a professional and courteous manner and in accordance with workplace procedures
- 4 Manage access control systems in an airside security zone or landside security zone at an airport
 - 4.1 Keys and access control devices for airside security zones and landside security zones at an airport are controlled, recorded and monitored, and reconciled in accordance with workplace procedures
 - 4.2 Barriers are operated and controlled in accordance with workplace procedures
 - 4.3 Control systems to secure airside security zones and landside security zones are operated according to manufacturers' instructions and workplace procedures
 - 4.4 Keypad and alarm entry systems for airside security zones and landside security zones are activated and deactivated in accordance with workplace procedures
 - 4.5 Relevant documentation is maintained in accordance with workplace procedures

Required Skills and Knowledge

This describes the essential knowledge and skills and their level required for this unit.

Required knowledge:

- Sections of the Act, the Regulations and any Notices made under the Act and the Regulations relevant to the control of access to and exit from airside security zones or landside security zones at an airport
- The organisation's transport security program and associated security policies and procedures
- Workplace procedures and policies
- Typical issues that may occur when controlling access to and exit from airside security zones or landside security zones at an airport
- Appropriate actions to resolve and/or avoid issues when controlling access to and exit from airside security zones or landside security zones at an airport
- Reporting requirements for security issues and breaches of aviation transport security
- Features, operating principles and processes for security systems used in an airside security zone or landside security zone at an airport
- The airport's alarm systems and locations for the airside security zones or landside security zones
- The airport's procedures and protocols for the operating of communications and computing equipment in the airside security zones or landside security zones
- The airport's communication codes for the airside security zones or landside security zones
- Risk factors and risk management strategies that may exist in the control of access to and exit from airside security zones or landside security zones at an airport
- The information contained on personal identification (ID) cards
- Process for verifying and reporting on ID checks including Aviation Security Identification Cards (ASIC), Visitor Identification Cards (VIC) and Temporary Aircrew Cards (TAC)
- Processes and procedures for controlling access to airside security zones or landside security zones at an airport as detailed in the organisation's transport security program
- Site layout and workplace procedures for the relevant airside security zone or landside security zone at an airport

Required skills:

- Communicate effectively with others including government agencies and other law enforcement officers when controlling access to and exit from airside security zones or landside security zones at an airport
- Select and use appropriate communications and computing equipment
- Read, understand and apply the legislative requirements and workplace procedures
- Respond to and report security issues, suspicious behaviour and breaches in security policies and procedures
- Identify irregularities in security-related documentation and identification checks, and take appropriate action
- Complete required documentation, reports and records in accordance with the organisation's transport protection program
- Work collaboratively and liaise with others on matters relevant to the control of access to and

exit from airside security zones or landside security zones at an airport

- Apply customer service standards and relate to persons of all backgrounds
- Take appropriate initiatives concerning security issues and security breaches within the limits of personal role and responsibility, including contingency procedures in the event of a security issue or a breach of the legislation
- Modify activities depending on differing workplace contingencies, risk situations and environments
- Monitor and anticipate security issues and risks that may arise from controlling access to and exit from airside security zones or landside security zones at an airport and take appropriate action
- Identify, select, use and routinely check relevant equipment and systems, including the recording of required information
- Identify, select and follow the provision in the organisation's transport security program
- Identify, select and use applicable personally protective equipment
- Conduct an inspection of articles, vehicles and loads carried
- Observe and monitor the behaviour of persons in and around security controlled areas in an aviation environment

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills, the range statement and the assessment guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

- The evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria of this unit and include:
 - demonstrate the ability to identify and verify ID cards of persons wishing to enter an airside security zone or landside security zone at an airport
 - demonstrate the ability to take the correct action during an infringement or breach of workplace procedures
 - correctly use documentation in accordance with workplace procedures
 - correctly and accurately inspect articles and vehicles for prohibited items or weapons and take correct action in the processing of those articles
 - demonstrate the ability to manage incoming and outgoing persons and/or vehicles in accordance with workplace procedures
 - demonstrate the ability to correctly use security systems and barriers to maintain security of an airside security zone or landside security zone at an airport

Context of and specific resources for assessment

- Performance is demonstrated consistently over a period of time and in a suitable range of contexts
- Resources for assessment include:
 - a range of relevant exercises, case studies and/or other simulated practical and knowledge assessment, and/or
 - access to an appropriate range of relevant operational situations in the workplace
- In both real and simulated environments, access is required to:
 - relevant and appropriate materials and equipment, and
 - applicable documentation including workplace procedures, regulations, codes of practice and operation manuals

Method of assessment

- Assessment of knowledge must be conducted through appropriate written/oral assessments
- Practical assessment must occur:
 - through activities in an appropriately simulated environment at the registered training organisation, and/or

- in an appropriate range of situations in the workplace

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance.

Applicable legislative requirements may include:	• the Aviation Transport Security Act (and amendments) • the Aviation Transport Security Regulations • the organisation's transport security program as approved under the Aviation Transport Security Act • Notices made under the Act and the Regulations • other Regulations relating to security screening at an airport
Workplace procedures may relate to:	• applicable legislative requirements and aviation screening notices • access and equity policies, principles and plans • client service standards • code of conduct • code of ethics • communication and reporting procedures • complaint and dispute resolution procedures • emergency and evacuation procedures • employer and employee rights and responsibilities • equipment use and maintenance • occupational health and safety (OHS) policies, procedures and programs • own role, responsibility and authority • privacy and confidentiality of information • screening procedures
Articles may include:	• bags • cabin baggage • checked baggage • hold baggage • packages • personal effects • work equipment • tools of trade • display/promotional items
A prohibited item is:	• as described under the Regulations
A weapon is:	• as described under the Regulations
Typical security issues may include:	• non-display or incorrect display of ID • lost ID, ASIC, VIC or TAC • refusal to show ID, ASIC, VIC or TAC • expired or invalid ID, ASIC, VIC or TAC

- unauthorised persons in a secure area
 - persons in an area without lawful purpose
 - unattended or suspicious articles
 - weapons, explosive devices, unauthorised items or prohibited items found during inspection
 - bomb comments
 - acts or threats of acts of unlawful interference with aviation
 - vehicles incorrectly parked
 - stolen vehicles
 - forced entry of persons and/or vehicles
- Identification cards may include:
- Aviation Security Identification Card (ASIC)
 - Temporary Aircrew Card (TAC)
 - Visitor Identification Card (VIC)
 - Identification Card (ID)
 - industry specific card
- Entry validation may include:
- temporary pass
 - voucher for access or parking
- Persons may include:
- passengers
 - visitors
 - airline personnel
 - airport personnel
 - authorised personnel
 - registered air cargo agents
 - law enforcement personnel
 - government enforcement agency personnel
 - sales representatives
 - contractors
 - emergency services
 - demonstrators
- Types of barrier bay include:
- security turnstiles
 - airlock systems
 - traffic barriers
 - remotely operated doors
 - shutters and gates
 - Tensabarriers within a terminal building
 - keypads and card entry systems
 - computerised entry systems
- Personal protective equipment may include:
- safety vest
 - communications equipment
 - sunscreen and hats
 - earmuffs

Unit Sector(s)

Not applicable.

Competency field

O – Security