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|--------------|---|----------------|-----------|
| <b>Title</b> | <b>Use aeronautical industry publications and documentation</b> |                |           |
| <b>Level</b> | <b>3</b>  | <b>Credits</b> | <b>10</b> |

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|----------------|---|
| <b>Purpose</b> | <p>This is a core unit standard for all persons seeking employment in any of the aeronautical engineering industries technical trades.</p> <p>People credited with this unit standard are able to: obtain information from aeronautical publications and documents; and complete aeronautical industry documentation.</p> |
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| <b>Classification</b> | Aeronautical Engineering > Aeronautical Engineering - Core |
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| <b>Available grade</b> | Achieved |
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### Guidance Information

- 1 All tasks must be carried out in accordance with enterprise procedures.
- 2 Definition  
*Enterprise procedures* – procedures used by the organisation carrying out the work and applicable to the tasks being carried out. Examples are – standard operating procedures, safety procedures, equipment operating procedures, codes of practice, quality management practices and standards, procedures to comply with legislative and local body requirements.
- 3 Publications may be accessed through paper or electronic sources.

### Outcomes and performance criteria

#### Outcome 1

Obtain information from aeronautical publications and documents.

Range may include but is not limited to – maintenance manuals, overhaul manuals, repair manuals, illustrated parts catalogues, wiring diagram manuals, standard practices manuals, regulatory authority publications and documents, airworthiness directives, service bulletins, procedures manuals, log books, serviceability labels, release documentation.

#### Performance criteria

- 1.1 Publications and documents required are determined by analysing task requirements.

- 1.2 Amendment status is determined to ensure information is current.
- 1.3 Required information is located using the publication system layout.
- 1.4 Publications and documents are returned to allocated storage area to prevent damage and enable access for future use.

## Outcome 2

Complete aeronautical industry documentation.

Range serviceability status labels, work records, parts and materials records.

## Performance criteria

- 2.1 Documentation required for the task is selected.
- 2.2 Documentation is completed.
- 2.3 Completed documentation is processed, stored and/or archived.

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| <b>Planned review date</b> | 31 December 2027 |
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## Status information and last date for assessment for superseded versions

| Process               | Version | Date              | Last Date for Assessment |
|-----------------------|---------|-------------------|--------------------------|
| Registration          | 1       | 19 June 1995      | 31 December 2016         |
| Revision              | 2       | 7 August 1997     | 31 December 2016         |
| Revision              | 3       | 8 May 2001        | 31 December 2016         |
| Review                | 4       | 20 April 2006     | 31 December 2016         |
| Review                | 5       | 19 September 2013 | 31 December 2021         |
| Review                | 6       | 26 March 2020     | N/A                      |
| Rollover and Revision | 7       | 26 April 2024     | N/A                      |

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| <b>Consent and Moderation Requirements (CMR) reference</b> | 0028 |
|--|------|

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

## Comments on this unit standard

Please contact Ringa Hora Services Workforce Development Council [qualifications@ringahora.nz](mailto:qualifications@ringahora.nz) if you wish to suggest changes to the content of this unit standard.