40937   Operate airport security systems and respond to emergencies

Kaupae | Level	4
Whiwhinga | Credit	10
Whāinga | Purpose	People credited with this skill standard are able to operate airport security systems, and respond to emergencies at an airport. This skill standard is intended for airport employees or contractors only, as airside assessment opportunities are restricted to those persons holding an Airport Identity Card issued by the New Zealand Civil Aviation Authority under the sponsorship of an airport employer, or New Zealand Defence Force (NZDF) equivalent.

Hua o te ako me Paearu aromatawai | Learning outcomes and assessment criteria

Hua o te ako | Learning outcomes	Paearu aromatawai | Assessment criteria
1. Use physical and electronic security systems to gather and disseminate security information at an airport.	a. Monitor and maintain system status in accordance with system operating instructions, and controls.
	b. Operate systems in accordance with system operating instructions.
	c. Identify and manage system activation, any malfunctions, and any faults in accordance with system operating instructions.
	d. Use data storage media to protect data and evidence in accordance with system operating instructions.
	e. Manage and report any changes in the operational effectiveness of site security systems, any breaches, and interference, or any attempts at interference, in accordance with system operating instructions.
	f. Complete reports and records in accordance with system operating instructions.
	g. Clarify any system malfunctions with the relevant authority.

Hua o te ako	Learning outcomes	Paearu aromatawai	Assessment criteria
2. Implement airport evacuation protocols at an airport.	a. Identify and apply evacuation protocols.
	b. Identify and apply emergency service liaison protocols.
3. Respond to security emergencies and incidents at an airport.	a. Communicate emergency procedures to public and staff.
	b. React and respond to security emergencies and incidents.
	c. Complete post-incident actions.
	d. Report and record any airport incidents and security emergencies.
	e. Complete and maintain routine reports and records.

Pārongo aromatawai me te taumata paearu | Assessment information and grade criteria

Assessment specifications:

Examples of physical and electronic security systems could include CCTV, radio communications, computer systems, fire control, operations control room.

Examples of security control systems could include evacuation, lifts, exits, entrances.

Security duties, roles, and responsibilities are governed by a range of standard and special instructions or orders under Civil Aviation Rules and the New Zealand National Aviation Security Programme.

Assessments must be conducted in an active airport environment to ensure practical application to reflect the standards of an aviation workplace.

Evidence presented for assessment against this skill standard must be in accordance with enterprise procedures.

Definitions:

Aerodrome means any defined area of land or water intended or designed to be used either wholly or partly for the landing, departure, and surface movement of aircraft; and includes any building, installations, and equipment on or adjacent to any such area used in connection with the aerodrome or its administration.

The term *airport* refers to aerodrome as per Civil Aviation Rules.

Reference to *enterprise procedures* means that all activities must comply with the requirements contained in the current airport exposition, current airport company manuals and procedures, and any relevant legislative and/or regulatory requirements, which may include but are not limited to: Civil Aviation Act 2023, relevant Civil Aviation Rules, New Zealand Defence Force (NZDF) Policy.

The term *operations control room* refers to a facility where operational activities are coordinated, which may include allocation of resources, receipt and transmission of information, security control, and operational command and/or control.

Ngā momo whiwhinga | *Grades available*

Achieved

Ihirangi waitohu | Indicative content

Physical and electronic security systems to gather and disseminate security information

- Overview of physical and electronic security systems used in airports (e.g. CCTV, access control, alarms, fire panels).

- Functions and limitations of each system.

- Procedures for monitoring and maintaining system status.

- Operating procedures for access systems (e.g. keypads, swipe cards, biometric systems).

- Identifying and managing system malfunctions and faults.

- Data protection and evidence handling using digital storage media.

- Reporting breaches, tampering, or system failures.

- Completing logs and reports in accordance with enterprise procedures.

- Communication protocols within the operations control room.

Implementation of airport evacuation protocols

- Types of evacuation scenarios

- Roles and responsibilities during evacuations.

- Evacuation routes, assembly points, and signage.

- Communication with emergency services and internal stakeholders.

- Use of public address systems and alarms.

- Enterprise-specific evacuation procedures and drills.

- Post-evacuation reporting and debriefing.

Response to security emergencies and incidents

- Types of security emergencies (e.g. suspicious packages, unauthorised access, aggressive behaviour).

- Immediate response actions and escalation procedures.

- Communication with public, staff, and emergency services.

- Use of radios and emergency communication tools.

- Requesting assistance and coordinating with other airport personnel.

- Post-incident procedures: securing the area, evidence preservation, and debriefing.

- Psychological first aid and managing stress in emergency situations.

Security documentation

- Types of documentation: incident reports, daily logs, access records.

- Legal and regulatory requirements for documentation.

- Writing clear, factual, and objective reports.

- Use of digital and paper-based reporting systems.

- Confidentiality and data protection principles.

- Record-keeping protocols and retention periods.

Rauemi | Resources

CAA Advisory Circular AC140-1 Aviation Security Service Organisations – Certification

Enterprise procedures.

Pārongo Whakaū Kounga | Quality assurance information

Ngā rōpū whakatau-paerewa | Standard Setting Body	Ringa Hora Services Workforce Development Council
Whakaritenga Rārangi Paetae Aromatawai | DASS classification	Service Sector > Aviation > Airport Operations
Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga | CMR	0112

Hātepe | Process	**Putanga |** Version	**Rā whakaputa |** Review Date	**Rā whakamutunga mō te aromatawai |** Last date for assessment
Rēhitatanga | Registration	1	27 November 2025	N/A
Kōrero whakakapinga | Replacement information	This skill standard replaced unit standard 25201.		
Rā arotake | Planned review date	31 December 2030		

Please contact Ringa Hora Services Workforce Development Council qualifications@ringahora.nz to suggest changes to the content of this skill standard.