41100   Facilitate provision of aerodrome air traffic management services

Kaupae | Level	5
Whiwhinga | Credit	4
Whāinga | Purpose	People credited with this skill standard are able to facilitate provision of aerodrome air traffic management services, ensuring a focus on safety, compliance, coordination, and communication. 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. Facilitate provision of aerodrome air traffic management services.	a. Facilitate the provision of an aerodrome air traffic control service.
	b. Facilitate the provision of an aerodrome flight information service.

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

Assessment specifications:

Provided services are to be monitored, records of monitoring are made, and any deficiencies are to be addressed.

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.

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, Arms Act 1983, Building Act 2004, Fire and Emergency New Zealand Act 2017, Health and Safety at Work Act 2015, Hazardous Substances and New Organisms Act 1996, Health Act 1956, Resource Management Act 1991, Smokefree Environments and Regulated Products Act

1990, local district plan, International Civil Aviation Organization (ICAO) Airport Services Manual, International Air Transport Association (IATA) conventions, relevant Civil Aviation Rules, New Zealand Defence Force (NZDF) Policy.

International Civil Aviation Organization (ICAO) is a specialised agency of the United Nations, formed to promote the safe and orderly development of international civil aviation throughout the world. It sets standards and regulations necessary for aviation safety, security, efficiency and regularity, as well as for aviation environmental protection.

Ngā momo whiwhinga | *Grades available*

Achieved

Ihirangi waitohu | Indicative content

Facilitating the provision of an aerodrome air traffic control service

- Interpretation and application of enterprise procedures.
- Relevant legislation and regulations (e.g. Civil Aviation Act, Civil Aviation Rules, ICAO standards).
- Techniques for monitoring ATC service delivery.
- Types of records (e.g. logs, incident reports, communication records).
- Identifying and addressing deficiencies in service provision.
- Liaising with pilots, ground crew, and other stakeholders.
- Use of standard aviation communication protocols.
- Hazard identification and risk mitigation strategies.
- Emergency procedures and contingency planning.

Facilitating the provision of an aerodrome flight information service

- Purpose and scope of aerodrome flight information service.
- Differences between air traffic control and aerodrome flight information service.
- Application of enterprise procedures to aerodrome flight information service.
- Regulatory requirements and documentation.
- Methods for monitoring aerodrome flight information service delivery.
- Maintaining accurate and timely records.
- Addressing service deficiencies.
- Types of flight information provided (e.g. weather, runway status, traffic advisories).
- Communication protocols and tools used.
- Interaction with other airport services (e.g. ground handling, emergency services).
- Role of aerodrome flight information service in supporting safe and efficient aerodrome operations.

Rauemi | Resources

[Civil Aviation Rule Part 139 Aerodromes – Certification, Operation and Use](#)

[Civil Aviation Rule Part 172 Air Traffic 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	18 December 2025	N/A
Kōrero whakakapinga | Replacement information	This skill standard replaced unit standard 13418.		
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.