

Field Service Sector**Review of *International Air Express* unit standards**

Subfield	Domain	ID
Aviation	International Air Express	13232, 13247-13249, 16896-16932

The Aviation Tourism and Travel Training Organisation has completed the review of the unit standards listed above.

Summary

The Aviation, Tourism and Travel Training Organisation consulted with industry and training providers during the review of the unit standards.

The review revealed that the unit standards had not been used since 2007, and industry did not express a need to retain these standards.

Main changes

All the unit standards were designated expiring and will not be replaced as they were no longer fit for purpose or required by industry.

Category D unit standards will expire at the end of December 2013**Impact on registered qualifications**

Key to type of impact	
Affected	The qualification lists a reviewed classification (domain or subfield) in an elective set The qualification lists a standard that has changes to level or credits The qualification lists a C or D category standard
Not materially affected	The qualification lists a standard that has a new title The qualification lists a standard that has a new classification

The following Aviation, Tourism and Travel Training Organisation qualification is impacted by the outcome of this review and will be updated when it is reviewed in 2012. The classifications and/or standards that generated the status *Affected* are listed in **bold**.

Ref	Qualification Title	Classification or ID
0749	National Certificate in International Air Express with strands in Customer Service, Ground Operations, and Operations	13232, 13247-13249, 16896-16932

The following table identifies qualifications developed by other SSBs that are impacted by the outcome of this review. The SSBs have been advised that the qualifications require revision. The classifications and/or standards that generated the status *Affected* are listed in **bold**.

Ref	Qualification Title	Classification or ID	SSB Name
1243	National Certificate in Freight Forwarding (Freight Administration)	16907, 16910, 16919, 16923	MITO
1244	National Certificate in Freight Forwarding (International Freight Forwarding)	16902, 16905	MITO

Detailed list of unit standards – classification, title, level, and credits

Key to review category	
A	Dates changed, but no other changes are made - the new version of the standard carries the same ID and a new version number
B	Changes made, but the overall outcome remains the same - the new version of the standard carries the same ID and a new version number
C	Major changes that necessitate the registration of a replacement standard with a new ID
D	Standard will expire and not be replaced

Service Sector > Aviation > International Air Express

ID	Title	Level	Credit	Review Category
13232	Select an aircraft type for a given consignment and route	3	2	D
13247	Control export shipping documentation processes that govern the carriage of goods by air	6	5	D
13248	Process import documentation that governs the carriage of goods by air	4	3	D
13249	Package goods and process documentation for carriage of dangerous goods by air	5	8	D
16896	Process international air express bookings	3	7	D
16897	Complete international air express shipment traces	4	9	D
16898	Lodge international air express sales leads	2	2	D
16899	Answer international air express tariff inquiries	3	3	D
16900	Advise international air express shipment transit times	2	2	D
16901	Process international air express supply requests	2	2	D
16902	Process international air express special service requests	4	5	D
16903	Access and provide international air express company and service knowledge	3	3	D
16904	Process international air express problem shipments	3	3	D
16905	Record and process international air express complaints and/or claims	4	12	D
16906	Perform international air express despatch functions	5	12	D
16907	Check international air express manifest and process reconciliation	3	4	D
16908	Process international air express shipments for export	3	7	D
16909	Prepare international air express export manifest	3	6	D
16910	Load export goods	2	3	D
16911	Perform international air express flight cut off procedures	4	9	D

ID	Title	Level	Credit	Review Category
16912	Communicate international air express operations status	4	2	D
16913	Receive international air express imported goods	2	4	D
16914	Retrieve international air express freight from airlines	3	6	D
16915	Check and record international air express freight status	4	6	D
16916	Process cash-on-delivery, international air express shipments	3	5	D
16917	Process onwards international air express freight	3	5	D
16918	Write shift reports for an international air express organisation	3	2	D
16919	Sort and prepare international air express freight for delivery	3	2	D
16920	Deliver international air express shipments	3	5	D
16921	Pick up international air express shipments	3	7	D
16922	Complete end-of-cycle procedures for international air express couriers	3	3	D
16923	Reconcile cash for international air express ground operations	4	2	D
16924	Receipt shipments for international air express	2	4	D
16925	Store stock and clean an international air express warehouse	2	1	D
16926	Prepare international air express products for distribution	2	3	D
16927	Conduct a stocktake of international air express products	2	2	D
16928	Record and process returned international air express items	2	2	D
16929	Data enter dutiable and non dutiable international air express shipment details	2	4	D
16930	Process information received from international air express clients on diskette and modem	3	4	D
16931	Check international air express shipments at client location	3	4	D
16932	Provide customer service to walk in international air express customers	3	4	D