Title	Manage apron use at an airport		
Level	6	Credits	20

Purpose	People credited with this unit standard are able to: develop and implement an apron management plan; manage the use of gate facilities; manage surface movements on an apron; and manage aircraft movements on an apron at an airport.

Classification	Aviation > Airport Operations

Available grade	Achieved

Guidance Information

1   This unit 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.

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

3   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 1990, Airport Authorities Act 1966, Building Act 2004, Fire and Emergency New Zealand Act 2017, Health and Safety at Work Act 2015, Hazardous Substances and New Organisms Act 1996, Resource Management Act 1991, Health Act 1956, Arms Act 1983, 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, NZDF Policy.

Outcomes and performance criteria

Outcome 1

Develop and implement an apron management plan at an airport.

Range   personnel, aircraft, equipment, vehicles.

Performance criteria

1.1   Plan is developed and implemented in accordance with enterprise procedures.

1.2 Control procedures for apron use are established and implemented in accordance with the plan.

1.3 Procedures for the detection, reporting, and removal of hazards are implemented in accordance with the plan.

1.4 Incidents are investigated, and remedial action taken in accordance with the plan.

Outcome 2

Manage the use of gate facilities at an airport.

Performance criteria

2.1 A schedule for the use of gate facilities is developed in accordance with airline requirements and enterprise procedures.

Range time, proximity, security, passenger facilitation, aircraft technical requirements.

2.2 Vehicle and equipment use is monitored to ensure compliance with enterprise procedures, and any irregularities are addressed in accordance with enterprise procedures.

Range may include but is not limited to monitoring in relation to – condition, warrant of fitness, beacons, liabilities; evidence of monitoring for three vehicles and three pieces of equipment is required.

2.3 Changes to the gate allocation schedule are accommodated to allow continued operation with minimal disruption in accordance with enterprise procedures.

Range may include but is not limited to – blocked taxiway, unserviceable aircraft, emergency, apron conditions; aircraft diversions; evidence of two is required.

Outcome 3

Manage surface movements on an apron at an airport.

Range personnel, vehicles, equipment.

Performance criteria

3.1 Control procedures are established and implemented in accordance with enterprise procedures.

3.2   Adherence to driving rules is monitored and any irregularities are addressed in accordance with enterprise procedures.

        Range   driving, driver licensing, vehicle condition, vehicle use.

3.3   Signage and markings are checked for adherence to enterprise procedures and any irregularities are addressed in accordance with enterprise procedures.

Outcome 4

Manage aircraft movements on an apron at an airport.

Performance criteria

4.1   Control procedures are established and implemented in accordance with enterprise procedures.

4.2   Signage and markings are checked for adherence to enterprise procedures and any irregularities are addressed in accordance with enterprise procedures.

4.3   Lighting is checked for adherence to enterprise procedures and any irregularities are addressed in accordance with enterprise procedures.

4.4   Docking systems are checked for adherence to enterprise procedures and any irregularities are addressed in accordance with enterprise procedures.

Planned review date	31 December 2026

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	24 June 1998	31 December 2014
Revision	2	8 May 2001	31 December 2014
Revision	3	22 July 2005	31 December 2014
Review	4	18 February 2011	31 December 2016
Review	5	24 October 2014	31 December 2023
Review	6	29 July 2021	N/A

Consent and Moderation Requirements (CMR) reference	0028

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

Comments on this unit standard

Please contact ServiceIQ qualifications@serviceiq.org.nz if you wish to suggest changes to the content of this unit standard.