

<b>Title</b>	<b>Operate a two-way radio in an airport environment</b>		
<b>Level</b>	<b>2</b>	<b>Credits</b>	<b>2</b>

<b>Purpose</b>	People credited with this unit standard are able to: use terminology related to two-way radio communications; transmit a two-way radio communication; receive a two-way radio communication; and observe behavioural standards related to two-way radio communication, at an airport.
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<b>Classification</b>	Aviation > Airport Operations
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<b>Available grade</b>	Achieved
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## Guidance Information

### 1 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.

*Apron* means a defined area on a land aerodrome intended to accommodate aircraft for the purpose of loading or unloading passengers or cargo, refuelling, parking, or maintenance.

*Manoeuvring area* refers to that part of an aerodrome to be used for the take-off and landing of aircraft and for the surface movement of aircraft associated with take-off and landing; but does not include areas set aside for loading, unloading, or maintenance of aircraft.

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

- 2 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, relevant Civil Aviation Rules, New Zealand Defence Force (NZDF) Policy.

- 3 Recognised aeronautical publications related to this unit standard refer to the Civil Aviation Authority Advisory Circular Part 91-9 Radiotelephony Manual, Aeronautical Information Publication New Zealand, and/or enterprise procedures.

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## Outcomes and performance criteria

### Outcome 1

Use terminology related to two-way radio communications at an airport.

**Performance criteria**

- 1.1 Terminology used is consistent with the definitions stated in recognised aeronautical publications.
- Range may include but are not limited to – phonetic alphabet, numbers, call signs, apron, manoeuvring area; evidence of four is required.
- 1.2 Abbreviations used are consistent with the definitions stated in recognised aeronautical publications.
- Range may include but is not limited to – Air Traffic Service (ATS), ultra-high frequency (UHF), very high frequency (VHF).
- 1.3 Call signs used are consistent with the definitions stated in recognised aeronautical publications.
- Range call signs may include but are not limited to – ATS tower, ground, apron operations, airline operations.
- 1.4 Standard phrases used are consistent with the definitions stated in recognised aeronautical publications.
- Range standard phrases may include but are not limited to – roger, wilco, over, out, standby, affirmative, affirm, negative, correct, say again, go ahead, acknowledge, confirm, correction, disregard, base leg, down-wind leg, cross-wind leg, final approach; evidence of eight is required.

**Outcome 2**

Transmit a two-way radio communication at an airport.

**Performance criteria**

- 2.1 Radio check is completed prior to transmission of message in accordance with enterprise procedures.
- 2.2 Contact with intended receiver is established before transmission of information.
- Range may include but is not limited to – clearances obtained under ATS tower (duty air traffic controller), unattended aerodrome rules.
- 2.3 Standard phraseology is used throughout the transmission in accordance with enterprise procedures.
- Range may include but is not limited to – clearances obtained under ATS tower (duty air traffic controller), unattended aerodrome rules.

2.4 The message transmitted is constructed in accordance with recognised aeronautical publications and enterprise procedures.

Range may include but is not limited to – clearances obtained under ATS tower (duty air traffic controller), unattended aerodrome rules.

### Outcome 3

Receive a two-way radio communication at an airport.

#### Performance criteria

- 3.1 Radio check is completed prior to transmission of message in accordance with enterprise procedures.
- 3.2 Contact is established before receipt of information.
- 3.3 Standard phraseology is used throughout the transmission in accordance with enterprise procedures.
- 3.4 Recognised call signs are used throughout the transmission in accordance with enterprise procedures.

### Outcome 4

Observe behavioural standards related to two-way radio communication at an airport.

#### Performance criteria

- 4.1 Behaviour when using two-way radio communication is consistent and in accordance with enterprise procedures.  
Range behaviour may include but is not limited to – tone, rate of speech, volume, interference, courtesy, etiquette.
- 4.2 Safety awareness whilst operating a two-way radio is in accordance with enterprise procedures.  
Range safety awareness may include but is not limited to – fuelling zones, hazardous spills, Improvised Explosive Devices (IED), medical equipment, unattended baggage, situational awareness.

<b>Planned review date</b>	31 December 2026
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**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	27 April 2000	31 December 2016
Revision	2	22 July 2005	31 December 2016
Review	3	21 November 2008	31 December 2016
Review	4	24 October 2014	31 December 2023
Review	5	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](mailto:qualifications@serviceiq.org.nz) if you wish to suggest changes to the content of this unit standard.