Title	Operate airport security processes at an airport		
Level	4	Credits	7

Purpose	People credited with this unit standard are able to, at an airport: use physical and electronic security systems to gather and disseminate security information; apply knowledge of the implementation of airport evacuation protocols; respond to security emergencies and incidents; and complete security documentation.

Classification	Aviation > Airport Operations

Available grade	Achieved

Guidance Information

1   Definitions
     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.
     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 Policy.

3   Persons intending to work as an airport security officer require an Airport Identity Card issued by The Director of the Civil Aviation Authority, New Zealand.

4   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.

5   This unit standard may be assessed against in an aviation workplace in real or simulated situations, or in a training environment if simulated workplace conditions are able to be provided that reflect the standards of an aviation workplace.

Outcomes and performance criteria

Outcome 1

Use physical and electronic security systems to gather and disseminate security information at an airport.

Range   may include but is not limited to – CCTV, radio communications, computer systems, fire control, operations control room.

Performance criteria

1.1   The purpose and principal characteristics of physical and electronic security systems used in an airport are identified in accordance with enterprise procedures.

1.2   System status is monitored and maintained in accordance with system operating instructions, controls, and enterprise procedures.

        Range   security control systems may include but are not limited to – evacuation, lifts, exits, entrances.

1.3   Systems are operated in accordance with system operating instructions and enterprise procedures.

        Range   systems may include but are not limited to – keys, access cards, keypads, computer systems.

1.4   System activation, any malfunctions, and any faults are identified and managed in accordance with system operating instructions and enterprise procedures.

1.5   Data storage media are used to protect data and evidence in accordance with system operating instructions and enterprise procedures.

        Range   data storage media may include but are not limited to –computer records, computer data and printouts.

1.6   Any changes in the operational effectiveness of site security systems, any breaches, and interference, or any attempts at interference, are managed and reported in accordance with system operating instructions and enterprise procedures.

1.7   Reports and records are completed in accordance with system operating instructions and enterprise procedures.

1.8   Any system malfunctions are clarified with the relevant authority in accordance with enterprise procedures.

Outcome 2

Apply knowledge of the implementation of airport evacuation protocols at an airport.

Range   evacuation protocols may include but are not limited to incidents involving – fire, natural disaster, bomb, threat.

Performance criteria

2.1   Evacuation protocols are identified and applied in terms of enterprise procedures.

2.2   Emergency service liaison protocols are identified and applied in terms of enterprise procedures.

Outcome 3

Respond to security emergencies and incidents at an airport.

Performance criteria

3.1   Emergency procedures are communicated to public and staff in accordance with enterprise procedures.

3.2   Reaction and response to emergencies and incidents are in accordance with enterprise procedures.

3.3   Any requests for assistance are made in accordance with enterprise procedures.

3.4   Post-incident actions are completed in accordance with enterprise procedures.

Outcome 4

Complete security documentation at an airport.

Performance criteria

4.1   Any airport incidents and emergencies are reported and recorded in accordance with enterprise procedures.

4.2   Routine reports and records are dealt with and maintained in accordance with enterprise procedures.

Replacement information	This unit standard and unit standard 25202 replaced unit standard 17350.

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	21 November 2008	31 December 2016
Review	2	24 October 2014	31 December 2023
Review	3	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.