

Title	Retrieve and release air cargo		
Level	3	Credits	5

Purpose	People credited with this unit standard are able to: prepare to retrieve air cargo; retrieve air cargo; and release air cargo.
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Classification	Aviation > Air Cargo
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Available grade	Achieved
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Guidance Information

- 1 Definitions
Cargo may include but is not limited to – dangerous goods, general freight, high value items, human remains, live animals, perishable items, unaccompanied baggage, vehicles or weapons.
Organisational procedures refer to the step-by-step instructions for implementing or carrying out an organisation's policy or desired objective.
- 2 All activities must be carried out in accordance with organisational procedures.
- 3 Legislation
 - a Any relevant Acts, regulations, and bylaws must be complied with during assessment against this standard.
 - b Legislative and/or regulatory requirements must include but are not limited to – the Civil Aviation Act 1990 and all subsequent amendments and replacement.
- 4 Evidence for the practical components of this standard must be gathered in an aviation workplace.

Outcomes and performance criteria

Outcome 1

Prepare to retrieve air cargo.

Performance criteria

- 1.1 Despatch area is prepared to receive cargo.
- 1.2 Equipment and resources are checked and the appropriate action taken where required.

 Range may include but is not limited to – fit for purpose, available, sufficient quantities.

1.3 Cargo release priorities are determined in accordance with service levels.

Range may include but is not limited to – notification for delivery, delivery receipt.

1.4 Release is co-ordinated with the consignee or their authorised representative.

Outcome 2

Retrieve air cargo.

Performance criteria

2.1 Cargo is located and retrieved.

2.2 Cargo is inspected for irregularities and the appropriate action taken.

Range irregularities may include but are not limited to – surplus cargo, missing cargo and pillage, bio-security hazard(s).

2.3 Details of the cargo and consignee or their authorised representative are verified.

Outcome 3

Release air cargo.

Performance criteria

3.1 Cargo is released to the consignee or their authorised representative.

3.2 Details of the cargo released is recorded.

3.3 Despatch area is cleaned, tidied and equipment left ready for use.

Planned review date	31 December 2027
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	18 May 2017	31 December 2024
Review	2	27 October 2022	N/A

Consent and Moderation Requirements (CMR) reference	0125
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Ringa Hora Services Workforce Development Council
qualifications@ringahora.nz if you wish to suggest changes to the content of this unit standard.