

# Highfield Level 2 End-Point Assessment for Aviation Ground Operative - Aircraft Handling

EPA-Kit

## Delivering the Standard

- Safety
- Security
- Compliance & legislation
- Communication
- Interpersonal skills
- Aviation systems and timescales
- Disruption incidents & emergencies
- Dangerous goods
- Save & preserve endangered life
- Resolve fire & rescue aviation incidents
- Drive fire service vehicles airside
- Test, maintain and operate specialist rescue equipment
- Protect environment from hazardous materials

# Highfield Level 2 End-point Assessment for Aviation Ground Operative - Fire Fighter Apprenticeship Standard

The following pages contain the Aviation Ground Operative - Fire Fighter apprenticeship standard and the assessment criteria in a suggested format that is suitable for delivery.

<b>Safety</b>		
<b>Knowledge</b>	<b>Skills</b>	<b>Behaviour</b>
Health and safety regulations and legislation relevant to the role; an aviation environment and organisational procedures and how they impact on self, others and in relation to aviation operational duties	Work in line with organisational and legal requirements relating to health and safety, and be aware of, report and prevent hazards in an aviation environment	Work responsibly to keep people safe and operations flowing smoothly, complying with working practices. Treat work areas and equipment with respect at all times
<b>On-Demand Test</b>		
<b>Indicative assessment criteria</b>		
<p>SA1 - Understand how to act within standard operating procedures at all times</p> <p>SA2 - Identify legislation and organisational procedures covering health and safety</p> <p>SA3 - Identify the location and the hazards associated with the ramp/dispersal area</p> <p>SA4 - Understand the health, safety and hazards associated with aircraft handling</p> <p>SA5 - Identify surface markings, operating and emergency areas for aircraft, vehicles and pedestrians on the ramp area</p> <p>SA6 - Identify personal protective equipment (PPE) and describe when to wear it</p> <p>SA7 - Describe dangers from foreign object debris (FOD) and the importance of keeping areas clean and tidy at all times</p> <p>SA8 - Describe dangers from birds and other wild animals and the importance of ensuring that the area does not attract them</p> <p>SA9 - Describe how to use equipment and vehicles on the ramp area</p> <p>SA10 - Outline the benefits of safe working practices</p> <p>SA11 - Identify the consequences of not operating safely in an airport environment</p> <p>SA12 - Identify the main causes of incidents/accidents in an airport</p> <p>SA13 - Identify hazardous materials and outline the procedures for using them</p> <p>SA14 - Describe procedures for reporting incidents/accidents airside</p> <p>SA15 - Describe the effects of severe weather airside and the precautions to take for the following</p>		

Practical Observation		
To pass, the following must be evidenced	To gain a merit	To gain a distinction
SA16 - Correctly report hazards if identified SA17 - Act within standard operating procedures at all times	SA18 - Take action to deal with hazards in line with organisational procedures	There are no distinction criteria for this component
Amplification and Guidance		
<p><b>Regulators and agencies in the aviation industry</b> The Civil Aviation Authority (CAA); The International Civil Aviation Organisation (ICAO); The European Aviation Safety Agency (EASA); The Department for Transport (DfT); and the Military Aviation Authority (MAA). These organisations all publish guidance and information relevant to job roles contained within this specification.</p> <p><b>Organisational procedures</b> Organisational procedures may include industry, organisational and regulator specific instructions and guidance (SOPs) and are based on safe methods of working, safe systems of working and risk assessment, e.g. fire drill.</p> <p><b>Legislation covering the aviation working environment includes:</b> RIDDOR - reporting procedures for safety breaches, HASWA, CAA, PPE, Air Navigation Order (ANO 2016), Aerodrome licensing, COSHH.</p> <p><b>Hazards</b> Slips, trips and falls, collision, crushing, cargo, debris, noise, fumes, fuel and fire.</p> <p><b>Work safely</b> Following procedures, training, monitoring, reporting unsafe working practices, PPE (gloves, high-vis, etc.).</p>		

**Hazards can be avoided**

Information and training, supervision, risk assessment, safety procedures, signage, reporting to ATC.

**Dangers from aircraft**

Propellers, engine intake, stairs, taxiing, doors, push back.

**Surface markings**

Painted signs on apron, taxiway, runway, roads, pedestrian walkways.

**Operating areas**

Includes: airside and landside areas such as terminal buildings, aircraft stands, ramps, apron, taxiway, baggage loading/unloading areas, runways and approach roads, warehousing, HM customs buildings, air traffic control buildings, fire stations, firefighting and rescue training facilities, security and police buildings and facilities. Fuel dumps and fuel terminals, hangars and aircraft storage and maintenance areas, cargo and freight.

**Dangers from foreign object debris**

Damage to runways and aircraft, injuries to staff and passengers, increase costs to airlines.

**Dangers from birds and other wild animals**

Engine failure due to bird strike, collision, damage to aircraft.

**Airside hazards**

Fumes, vehicles, noise, cargo, fuel, luggage and freight.

**Personal protective equipment (PPE)**

Ear protection, high-vis clothing, other personal protective equipment.

**Severe weather**

Wind, snow, ice, heat, sun.

<b>Security</b>		
<b>Knowledge</b>	<b>Skills</b>	<b>Behaviour</b>
The systems, procedures and requirements to ensure security of self and others in own area of responsibility	Contribute to security of self and others in own area of responsibility, e.g. in airside/landside areas	Work responsibly to keep people safe and operations flowing smoothly, complying with working practices
<b>On-Demand Test</b>		
<b>Indicative assessment criteria</b>		
SE1 - Identify signs of suspicious behaviour SE2 - Outline the limits of your authority SE3 - Identify specified, banned, illegal and dangerous items SE4 - Explain threat or risk awareness SE5 - Identify relevant aviation security documents SE6 - Identify relevant aviation security authorities SE7 - Outline your responsibility in relation to security SE8 - Outline your organisation's procedures for restricting access		
<b>Professional Discussion</b>		
<b>Indicative assessment criteria</b>		
SE9 - Describe how to secure items, areas and data in line with your responsibilities SE10 - Describe your organisation's personal identification requirements SE11 - Identify reporting procedures for suspicious incidents or behaviour SE12 - Identify reporting procedures for discrepancies in the security of actual or potential access points SE13 - Describe how to ensure action is taken in response to an actual or suspected security threat SE14 - Describe the appropriate remedial actions to take when irregularities in security are identified		

## Amplification and Guidance

### **Suspicious behaviour**

Body language: appearing nervous, agitated, excessive fidgeting, clock-watching, head-turning, shuffling feet, leg shaking, excessive perspiration inconsistent with environment.

### **Threat or risk**

Improvised explosive devices (IED), knife, gun, improvised weapons such as scissors, cutlery, hijack of aircraft (ground or in air), bags in airport, bags left unattended, airline reputation, loss to airline such as financial.

### **Relevant documents**

Passports, e-tickets, boarding cards, staff ID, visitor's ID, plainclothes police officer's ID, uniformed police officer's ID, security staff ID, building contractor's ID, catering delivery staff ID, ground handling agency staff ID, airline personnel ID, retail store staff ID, airport supplier services staff ID.

### **Relevant authorities**

Civil Aviation Authority (CAA), Military Aviation Authority (MAA), Department for Transport (DfT).

### **Irregularities in security**

Forged ID, unauthorised access to restricted zones by persons known and unknown, stolen identity passes, inappropriate responses to security questions, restricted items identified at screening.

### **Your responsibility**

Adhere to company procedures (check-in, security, boarding, cabin crew procedures). Identify unattended baggage/items, be aware of and report restricted items, report and be aware of security breaches by staff and passengers, attend training sessions and refresher training.

**Organisation**

Staff training, International Civil Aviation Organization (ICAO), European Aviation Safety Agency (EASA), Department for Transport (DfT), Civil Aviation Authority (CAA), Safety management systems (SMS), compliance with regulation.

**Appropriate remedial action**

Follow company procedures and awareness of risks (check-in, security, boarding, cabin crew), passengers' compliance with rules, e.g. unattended baggage, restricted items, awareness of security breaches by staff and passengers' role.

**Discrepancies in the security of actual or potential access points**

Gate change, unacceptable passenger, missing passenger, missing passenger document, hand baggage not acceptable.

<b>Compliance &amp; legislation</b>		
<b>Knowledge</b>	<b>Skills</b>	<b>Behaviour</b>
Aviation and regulatory legislation, procedures and regulations relating to an aviation environment, within own area of responsibility	Comply with all relevant legislation, procedures and regulations in an aviation environment within own area of responsibility	Work responsibly to keep people safe and operations flowing smoothly, complying with working practices
<b>On-Demand Test</b>		
<b>Indicative assessment criteria</b>		
CL1 - Explain the requirements for compliance in the aviation environment CL2 - Outline procedures that must be followed to ensure compliance CL3 - Explain the impact of not following procedures and ensuring compliance CL4 - Explain the impact of the aviation operation on the environment CL5 - Identify environmental controls in the aviation operation		
<b>Practical Observation</b>		
<b>To pass, the following must be evidenced</b>	<b>To gain a merit</b>	<b>To gain a distinction</b>
CL6 - Check area of responsibility complies with procedures and legislative requirements	CL7 - Take action to correct non-compliance	CL8 - Proactively ensure compliance with procedures and legislation, e.g. challenge suspicious persons

## Amplification and Guidance

### **Requirements for compliance**

Passengers' safety, safety of yourself and colleagues, rules to deal with unattended baggage, restricted item, awareness of security breaches by staff and passengers.

### **Procedures must be followed**

Authorisation for firearms on passenger flights.

### **Know the organisations involved for safety regulations**

e.g. ICAO, IATA, CAA.

### **Impact of not following procedures**

Security, aviation and legislation breaches, missed opportunities to detect and prevent, health and safety, CAA, MAA.

### **Environmental controls**

Environmental control in the aviation industry is far-reaching and includes noise on and around airports, carbon emissions, international spread of disease. That water used on board is safe to drink from the filling points on the airport, water transporters and on the aircraft. Importation and exportation of live animals and food safety both at the terminal and on board the aircraft.

The key message is that your skills and knowledge relate to the environmental controls that are within the scope of your job role.

### **Organisational and legal requirements for compliance**

Including: aviation legislation, environmental legislation, health and safety legislation, airport authority regulations, Civil Aviation Authority (CAA)/Military Aviation Authority (MAA) requirements, local authority regulations

<b>Communication</b>		
<b>Knowledge</b>	<b>Skills</b>	<b>Behaviour</b>
How to communicate effectively and transfer relevant information to people and how to select the most appropriate method of communication	Communicate effectively transmitting and receiving information and recording it as required	Treat others with respect at all times
<b>On-Demand Test</b>		
<b>Indicative assessment criteria</b>		
CO1 - Describe available lines and methods of communication CO2 - Identify relevant communications equipment and explain organisational procedures relating to its use CO3 - Explain organisational procedures regarding malfunctioning equipment CO4 - Identify relevant aviation guidelines, procedures and standard phrases CO5 - Identify commonly used aviation codes relevant to your job role and sources of information for less commonly used codes CO6 - Know the phonetic alphabet CO7 - Explain the difference between confidential and commercially sensitive information, and describe your organisation's systems for processing and storing this information CO8 - Explain organisational procedures for passing on messages and alternative communication routes in the event of an equipment failure CO9 - Manage requests for information from: seniors, colleagues or external sources		
<b>Practical Observation</b>		
<b>To pass, the following must be evidenced</b>	<b>To gain a merit</b>	<b>To gain a distinction</b>
CO10 - Communicate with the right people at the right time using the correct method CO11 - Ensure communication is received and understood CO12 - Ensure all communications are timely and accurate	CO13 - Adapt language and tone to match audience and situation	CO14 - Ensure all communications are effective and understood, anticipating additional appropriate information requirements and liaising with key people to facilitate ongoing information flow

## Amplification and Guidance

### **Communications equipment**

Handheld radio, mobile phone, fixed-line telephone, public address system, air-to-ground radio, lights, alarms, noticeboard, flight information display systems.

### **Guidelines, procedures and standard phrases**

These include aviation industry, organisational and regulator specific instructions and guidance such as CAP 413 and MAA Regulation ATM.

### **Alternative communication routes**

Public address system, landline, mobile phone, handheld radio, hand signals, signs, alarms, email, flight information display system (FIDS), noticeboard.

### **Lines and methods of communication**

Including: oral, written, electronic, carried out by self and carried out by others

<b>Interpersonal skills</b>		
<b>Knowledge</b>	<b>Skills</b>	<b>Behaviour</b>
Own role within the team and how it contributes to achieving objectives. Know how to identify and respond to individuals' needs and abilities in different situations and communicate with others and colleagues from a diverse range of backgrounds and cultures	Work effectively as part of a team and with others, identifying and responding to the needs of individuals, including colleagues, other organisations or customers	Be a positive role model to others in attitude to work and how it is undertaken. Treat the team, customers and other stakeholders with courtesy respect. Be punctual and reliable. Demonstrate personal drive to achieve the vision and objectives of the organisation
<b>Professional Discussion</b>		
<b>Indicative assessment criteria</b>		
<p>IP1 - Explain the benefits of developing productive working relationships with colleagues</p> <p>IP2 - Explain how to address conflicts with colleagues</p> <p>IP3 - Describe how to deal with diversity issues</p> <p>IP4 - Outline how to receive and make use of feedback on your performance from colleagues</p> <p>IP5 - Identify the responsibilities of team members in own area</p> <p>IP6 - Outline the processes within the organisation for making decisions</p> <p>IP7 - Outline line management relationships within the organisation</p> <p>IP8 - Identify the organisation's aims, values and culture</p> <p>IP9 - Explain the standards of appearance, behaviour and performance expected in the organisation</p> <p>IP10 - Identify your organisation's guidelines for how to recognise what your customer wants, and respond appropriately</p> <p>IP11 - Respond to requests for information adhering to your organisation's standard timeliness</p>		

Practical Observation		
To pass, the following must be evidenced	To gain a merit	To gain a distinction
IP12 - Work as part of a team to ensure adequate performance in the role IP13 - Work accurately with supervision	IP14 - Take initiative as part of a team to improve performance in the role within limits of operation IP15 - Work accurately with minimal supervision	There are no distinction criteria for this component
Amplification and Guidance		
<p><b>Stakeholder</b>            Person, organisation, social group, internal or external to the business that has a vital interest in the business or its activities.</p> <p><b>Manage stakeholders' needs</b>            Treat stakeholders courteously and helpfully at all times, keep stakeholder informed and reassured, respond promptly to a stakeholder seeking help, check with stakeholder that you have fully understood their expectations.</p>		

## Aviation systems and timescales

Knowledge	Skills	Behaviour	
Identify key aviation systems used in own role and how to operate and adhere to them in line with the organisation's procedures	Use aviation systems relevant to own role effectively to achieve the required outcome	Use equipment and technology responsibly and effectively. Work responsibly to keep operation flowing smoothly, complying with working practices	
Practical Observation			
To pass, the following must be evidenced	To gain a merit	To gain a distinction	
AS1 - Identify and use prescribed systems correctly AS2 - Report faults or errors as they occur AS3 - Meet performance expectation for timescales to complete tasks	AS4 - Take action to maintain systems to prevent faults or errors AS5 - Work efficiently to meet and exceed timescales to complete tasks	AS6 - Organise and prioritise work to make the most efficient use of time and complete core and relevant additional tasks within timescales	
Amplification and Guidance			
<p><b>Aviation systems hardware</b></p> <p>Aviation management systems in this section could include handheld devices, such as tablets, networked laptop and desktop computer systems, that contribute to the overall management of ground operations.</p> <p>The key message is that the aviation systems are at your normal place of work and are those that you would be expected to be able to use in a competent manner as part of your normal job role. You should be competent in the actions that you should take in the event of system failure.</p>			

## Disruption incidents & emergencies

Knowledge	Skills	Behaviour
Emergency procedures in own area of responsibility, common incidents and disruption that may occur in an aviation environment and the appropriate action to take in the event of an incident	Take appropriate action in the event of an incident, disruption or emergency, liaising with relevant people and recording actions and outcomes as required	Remain focused when a problem arises so that effective and timely decisions can be made. Handle all tasks in a calm and organised manner
<b>On-Demand Test</b>		
<b>Indicative assessment criteria</b>		
DI1 - Get help to identify an incident/emergency and be able to describe its main features DI2 - Know how the incident/emergency affects you and other people DI3 - Know how people would like to be informed about the progress and solution of the incident/emergency DI4 - Identify problem-solving methods that can be adopted to address the incident/emergency DI5 - Identify factors that may affect the way you deal with the incident/emergency DI6 - Identify which people could help you resolve the incident/emergency DI7 - Outline rules and regulations that you have to consider when solving the incident/emergency DI8 - Know how to overcome difficulties when solving incidents/emergencies DI9 - Follow a plan that takes into account any issues that may arise DI10 - Explain how you will know when an incident/emergency has been resolved DI11 - Know how to access additional support available post-incident		
<b>Professional Discussion</b>		
<b>Indicative assessment criteria</b>		
DI12 - Interpret incidents/emergencies that have been identified DI13 - Ask suitable questions to check you understand the incident/emergency DI14 - Identify the available solution(s) for resolving the incident/emergency DI15 - Discuss and understand proposed solution(s) to the incident/emergency with others to identify the most suitable solution DI16 - Keep others fully informed about what is happening to resolve the incident/emergency		

- DI17 - Check with others to ensure the incident/emergency has been resolved satisfactorily
- DI18 - Give clear reasons to others when the incident/emergency has not been resolved satisfactorily
- DI19 - Be engaged with the job role, remaining calm and assured throughout the working period
- DI20 - Be able to concentrate on the task in hand and not be distracted by problems
- DI21 - Prioritise all tasks to ensure effective time management and a calm approach to work

#### **Amplification and Guidance**

The key message is that you should be clear on the actions that you should take in the event of an incident or an emergency. This includes incidents both landside (terminal buildings) and airside (aircraft).

<b>Dangerous goods</b>		
<b>Knowledge</b>	<b>Skills</b>	<b>Behaviour</b>
Relevant dangerous goods and how to deal with them effectively in own area of responsibility	Follow procedures for identification and safe handling of dangerous goods in own area of responsibility	Work responsibly to keep people safe, complying with working practices
<b>On-Demand Test</b>		
<b>Indicative assessment criteria</b>		
DG1 - Acknowledge and understand the general principles of storage, carriage and handling of dangerous goods DG2 - Identify classifications of dangerous goods DG3 - Explain dangerous goods handling requirements DG4 - Explain the emergency procedures in the event of a dangerous goods incident		
<b>Professional Discussion</b>		
<b>Indicative assessment criteria</b>		
DG5 - Ensure dangerous goods are handled effectively in accordance with organisational procedures and responsibilities DG6 - Identify potential dangerous goods hazards DG7 - Operate safely when exposed to dangerous goods		
<b>Amplification and Guidance</b>		
<b>Principles of storage, carriage and handling of dangerous goods</b> Passengers, staff and flight crews, safety data sheets (SDS), Department for Transport (DfT) regulations, health and safety executive (HSE), Driver and Vehicle Standards Agency (DVSA), manual handling, authorisation notices, Office of Rail and Road (ORR), Maritime and Coastguard Agency (MCA), Civil Aviation Authority (CAA). European agreement concerning the international carriage of dangerous goods by road (ADR). The key message is to be aware of the dangerous goods in own area of responsibility and the actions to take in the event of an incident or emergency.		

## Save & preserve endangered life

Knowledge	Skills
Required procedures and responsibilities of own role to support search, rescue and operations, including casualty care during an operational incident	As a team member, conduct a search and rescue casualties, provide treatment, and support casualties involved in incidents
On Demand Test	
Indicative assessment criteria	
<p>SL1 - Identify hazards and risks of the workplace affecting people and the environment in relation to search, rescue and casualty care operations</p> <p>SL2 - Explain how to make and apply decisions based on the assessment of risk in the case of search, rescue and casualty care operations</p> <p>SL3 - Explain how to apply practices that maximise the health, safety and welfare of yourself and others during search, rescue and casualty operations</p> <p>SL4 - Outline legislation relevant to carrying out search, rescue and casualty care</p> <p>SL5 - Outline sources and availability of information</p> <p>SL6 - Explain how to treat colleagues and members of the public with respect and consideration, accepting diversity and supporting those who are distressed</p> <p>SL7 - Outline methods of communication and reporting during search, rescue and casualty care</p> <p>SL8 - Outline roles, responsibilities and limits of authority of yourself, others and other agencies during the course of search, rescue and casualty care operations</p> <p>SL9 - Outline the anatomy and physiology of respiration in relation to the use of breathing apparatus</p> <p>SL10 - Explain how the breathing apparatus set manages inspired and expired air</p> <p>SL11 - Outline the role and responsibilities of the breathing apparatus control operative</p> <p>SL12 - Outline the capabilities, limitations, selections and use of personal protective and operational equipment used during search, rescue and casualty care</p> <p>SL13 - Outline the roles and responsibilities within the incident command system</p> <p>SL14 - Identify and preserve evidence including deceased and fatalities</p> <p>SL15 - Identify protocols to determine the status and removal of the deceased</p>	

Practical Observation		
To pass, the following must be evidenced	To gain a merit	To gain a distinction
SL16 - Receive brief of given task SL17 - Conduct tasks adequately SL18 - Carry out task safely SL19 - Provide safety critical information where appropriate	SL20 - Confirm understanding of brief SL21 - Carry out task effectively SL22 - Provide potentially safety critical information SL23 - Act on potentially safety critical information	SL24 - Confirm and question the brief (where appropriate) SL25 - Carry out task to ensure a timely conclusion
Amplification and Guidance		
<p><b>Legislation relevant to carrying out search, rescue and casualty care</b>            E.g. Fire and Rescue Services Act (2004)</p> <p><b>Breathing apparatus and its ancillary equipment</b>            Including the breathing apparatus set, ancillary equipment, communications equipment, breathing apparatus entry control recording equipment</p> <p><b>Designated response duties within risk area</b>            Apply cooling in compartments adjacent to a fire compartment, apply containment and extinguishing within the fire compartment, use approved methods to search for fire and casualties</p>		

## Resolve fire & rescue aviation incidents

Knowledge	Skills
As a team member, the procedures and processes for resolving aviation fire and rescue operational incidents and special service incidents	Work as part of a fire and rescue team to control and extinguish aviation fires and special service incidents, supporting the people involved
On-Demand Test	
Indicative assessment criteria	
<p>RF1 - Outline hazards and risks of the workplace affecting people and the environment in relation to aviation fires and other operational incidents</p> <p>RF2 - Explain how to make and apply decisions based on the assessment of risk in the case of aviation fires and other operational incidents</p> <p>RF3 - Explain how to apply practices that maximise the health, safety and welfare of yourself and others during aviation fires and other operational incidents</p> <p>RF4 - Outline methods and techniques for communicating with others during aviation fires and other operational incidents</p> <p>RF5 - Outline roles, responsibilities and limits of authority of yourself, others and other agencies during aviation fires and other operational incidents</p> <p>RF6 - Identify and use personal protective and operational equipment used in aviation fires and other operational incidents including their capabilities, limitations and safe use</p> <p>RF7 - Outline roles and responsibilities within the incident command system</p> <p>RF8 - Describe methods and techniques to control and extinguish fires at aviation and other operational incidents</p> <p>RF9 - Outline the causes, effects and behaviour of fire</p> <p>RF10 - Explain the different fire types and fire classes</p> <p>RF11 - Explain the importance of identifying and preserving evidence at aviation and other fire and rescue incidents</p> <p>RF12 - Explain how to gain access, effect entry and maintain exit routes at aviation and other fire and rescue incidents</p> <p>RF13 - Outline the importance of limiting damage to aircraft, property and the environment when resolving fire and rescue incidents</p>	

Practical Observation		
To pass, the following must be evidenced	To gain a merit	To gain a distinction
RF14 - Arrive on time RF15 - Arrive prepared RF16 - Use correct form of communication RF17 - Communicate in a way that is understood	RF18 - Communicate in a way that is clearly understood without any misunderstanding RF19 - Use the most appropriate form of communication for the situation RF20 - Where appropriate select suitable alternative form of communication	There are no distinction criteria for this component
Amplification and Guidance		
<b>Different fires</b> Including compartment fires, structural fires, aircraft fires, flash fires		

## Drive fire service vehicles airside

Knowledge	Skills
How to prepare a fire service support vehicle for airside use and rules and regulations applicable to airside driving	Prepare a fire vehicle for airside use and drive a fire service support vehicle airside in a safe manner, following applicable rules and regulations
On-Demand Test	
Indicative assessment criteria	
DF1 - Outline organisational and regulatory standards for the operational condition of the vehicle DF2 - Identify the types of authorisation, identification and licences needed to drive various vehicles airside DF3 - Outline the types of faults that affect operational condition and your organisation's procedures for reporting and recording faults DF4 - Describe routine vehicle maintenance DF5 - Identify how to correctly and safely manoeuvre a fire service vehicle around an airfield DF6 - Outline your organisation's procedures for operating emergency cut-off switches, phones and alarms DF7 - Identify and outline your organisation's procedures for dealing with airside hazards	
Professional Discussion	
Indicative assessment criteria	
DF8 - Describe how to ensure that personal driving authorisation is appropriate to the vehicle DF9 - Describe how to inspect the vehicle before it is used to establish its operational condition DF10 - Identify appropriate remedial action in response to any vehicle faults DF11 - Describe how to complete documents relating to using the vehicle in line with to your organisation's procedures DF12 - Describe how to demonstrate correct and safe operation of fire service equipment and vehicles while airside DF13 - Identify how to secure vehicle loads in line with your organisation's procedures DF14 - Describe the remedial action when foreign objects (FOD) or spillages are seen on the airfield DF15 - Identify reporting procedures for dangerous or unsafe practices to an appropriate authority DF16 - Describe how to report and respond to all airside accidents and emergencies in line with your organisation's procedures DF17 - Explain the procedures to deploy and operate vehicle emergency equipment (if fitted) in line with your organisation's procedures	

## Amplification and Guidance

### Correctly and safely manoeuvre a fire service vehicle around an airfield

- Outline your organisation's procedures as they apply to airside traffic
- Describe airside safety instructions
- Identify airside areas (roads, manoeuvring areas, stands) in relation to licence categories
- Identify airside road signs, markings and traffic lights
- Identify aircraft crossing points
- Identify airport and stand layout
- Identify speed limits
- Outline airside parking regulations
- Describe the types of aircraft servicing operations and their related vehicles, procedures and hazards
- Outline the characteristics of the vehicle you are operating including height, length, width and handling
- Identify vehicle reversing signals
- Outline regulations concerning reversing
- Outline low visibility notification and operating procedures
- Describe the effect that poor weather conditions including snow and ice, high winds, rain/surface water, lightning and heat have on driving airside
- Outline aviation hazards, e.g. jet blast, ingestion, propellers, rotors, downdraft as appropriate
- Explain how to recognise whether aircraft are moving or about to move if possible
- Explain how to use seatbelts on the airfield

### Airside hazards

Including spillages, dangerous goods and livestock and foreign objects

### Types of accidents and emergencies

Including those involving aircraft, vehicles other than aircraft, staff, fire and fuel spillage

**Manoeuvre the vehicle in a controlled manner in all conditions**

- Manoeuvre and park the vehicle safely in appropriate areas in line with your organisation's procedures
- Follow airside road signs, markings and traffic lights at all times
- Show courtesy to other vehicles on the airfield
- Give priority to moving aircraft at all times
- Maintain a safe distance between the vehicle and aircraft at all time
- Make sure that all doors and shutters (where relevant) are closed when you are driving the vehicle
- Reverse the vehicle according to aviation and organisational procedures
- Be constantly vigilant when driving
- Wear appropriate personal protective equipment when driving
- Secure vehicle loads in line with your organisation's procedures
- Carry an airside driving pass or licence in line with your organisation's procedures
- Take the most direct route between places on the airfield whenever possible
- Avoid obstructing other airside workers or operations whenever possible

## Test, maintain and operate specialist rescue equipment

Knowledge	Skills
How to select, check and use specialist firefighting equipment in accordance with organisational policy, including the procedure to record and report faults when identified	Select, check and use specialist firefighting equipment in accordance with organisational policy, recording and reporting faults if identified
On-Demand Test	
Indicative assessment criteria	
<p>TM1 - Identify hazards and risks of the workplace affecting people and the environment in relation to testing, maintaining and operating specialist rescue equipment</p> <p>TM2 - Explain how to make and apply decisions based on the assessment of risk in the case of testing, maintaining and operating specialist rescue equipment</p> <p>TM3 - Explain how to apply practices that maximise the health, safety and welfare of yourself and others during testing, maintaining and operating specialist rescue equipment</p> <p>TM4 - Outline organisation's policies, aims and objectives in relation to testing specialist firefighting equipment</p> <p>TM5 - Record systems specific to your role and their use</p> <p>TM6 - Identify sources and availability of information</p> <p>TM7 - Outline roles, responsibilities and limits of authority of self, others and other agencies in the workplace</p> <p>TM8 - Outline the provision of appropriate safety arrangements and how to access them</p> <p>TM9 - Explain the capabilities and limitations of personal and operational equipment</p> <p>TM10 - Explain the availability and access to internal and external resources and support</p> <p>TM11 - Outline the human and physical resource requirements</p> <p>TM12 - Outline the procedures and appropriate working methods relating to the use of water pumps</p> <p>TM13 - Outline the implications of using an on-board foam supply</p> <p>TM14 - Outline the command structure you are working in</p>	

## Professional Discussion

### Indicative assessment criteria

TM15 - Identify items for testing and plan to meet agreed schedules and operational demands

TM16 - Describe how to risk assess the work area to be used for conducting the standard test as fit for purpose

TM17 - Describe how to ensure that all tests are completed using accepted test procedures within service and manufacturer's limitations

TM18 - Describe the action required to resolve any defects or deficiencies in resource availability

TM19 - Describe the appropriate to ensure that defective item(s) are dealt with and reported to the relevant person as soon as practicable

TM20 - Identify the procedure to return item(s) which were successfully tested and secure in the correct location ready for immediate operational use

TM21 - Identify the processes for ensuring that records are in the agreed format, accurate, complete, legible and accessible to authorised users

TM22 - Describe the procedure to ensure that supplies of consumables are replenished to specified levels for operational readiness

TM23 - Identify how to select equipment and media having taken into account their limitations and capabilities

TM24 - Outline the required communication with all relevant people in relation to the supply and demand, highlighting any issues

### Amplification and Guidance

#### Procedures and appropriate working methods relating to the use of water pumps

- Describe the types and uses of personal protective equipment used in pumping situations
- Outline the basic operating principles of water pumps
- Outline procedures relating to working near open water supplies
- Knots associated with open water set up
- Water relay including appropriate set up
- Calculations for flow or pressure appropriate to the system in use
- Describe fault finding procedures for system in use
- Explain the types of water supply and implications for pumping

### **Procedures and appropriate working methods relating to the use of pumping stations and water supplies**

- Select and use appropriate personal protective equipment for all pumping situations
- Connect hose to pump to meet the requirements of the incident
- Supply hose reels from the appliance tank
- Supply a jet from the main pump with the supply augmented from a hydrant
- Supply a jet from a main pump using an open water supply
- Supply a jet from a light portable pump using an open water supply
- Monitor and adjust pressure/flow in accordance with supply and demand
- Take appropriate action to deal with any faults, defects or interruptions to the supply or delivery of water
- Receive and supply water as part of a water relay
- Check and maintain serviceability of pumps, including ensuring water in tank is at an appropriate level
- Complete all necessary records in relation to the use and testing of pumping and ancillary equipment

## Protect environment from hazardous materials

Knowledge		Skills	
How to set up and carry out decontamination of hazardous materials following procedures appropriate to the risk identified		Work as part of a fire and rescue team to set up and carry out decontamination procedures appropriate to the risk, including the decontamination of people	
On-Demand Test			
Indicative assessment criteria			
PE1 - Outline safe working practices of your organisation PE2 - Identify hazards and risks relating to hazardous materials and decontamination affecting people and the environment PE3 - Explain how to use risk assessment information to make decisions and apply them PE4 - Outline your organisation's control measures to mitigate risk PE5 - Outline guidelines, legislation and operating procedures that apply when dealing with hazardous materials and decontamination PE6 - Outline your organisation's systems, tools and procedures for recording information and how to use them PE7 - Identify types and sources of information about hazardous materials and decontamination and how to access these PE8 - Outline the roles, responsibilities and limits of authority of self, others and other agencies in the workplace PE9 - Identify and preserve different types of evidence relevant to hazardous materials incidents PE10 - Outline how and why it is important to limit damage to property and the environment PE11 - Explain how to apply methods and techniques for controlling and containing including avoiding further contamination			
Practical Observation			
To pass, the following must be evidenced		To gain a merit	To gain a distinction
PE12 - Wear correct PPE for the task PE13 - Ensure PPE is serviceable PE14 - Ensure equipment is serviceable prior to use PE15 - Ensure equipment is used safely PE16 - Ensure equipment is appropriate to the hazardous materials incident		PE17 - Ensure equipment is used effectively PE18 - Inform appropriate persons if a piece of equipment is not effective	PE19 - Suggest solutions for ineffective equipment PE20 - Use equipment to optimum effect ensuring timely completion of the task