



REPUBLIC OF KENYA

NATIONAL OCCUPATIONAL STANDARDS

FOR

AIRPORT OPERATIONS MANAGER

KNQF LEVEL 6

ISCED PROGRAMME CODE: 1015 554 A



TVET CDACC
P.O. BOX 15745-00100
NAIROBI

MANAGE AIRSIDE SAFETY

TVET CDACC UNIT CODE: LOG/OS/AO/CR/03/6/MA

UNIT DESCRIPTION

This unit specifies the competencies required to manage airside safety. It involves developing emergency and damage control plans, developing security risk management plans, maintaining the operational security systems, organizing emergency drills, managing airside emergencies, maintaining operational safety and maintaining security risks response.

ELEMENTS AND PERFORMANCE CRITERIA

ELEMENT These describe the key outcomes which make up workplace function .	PERFORMANCE CRITERIA These are assessable statements which specify the required level of performance for each of the elements. <i>Bold and italicized terms are elaborated in the range.</i>
1. Develop emergency control plans	1.1 Personal protective equipment (PPE) are identified as per the SOPs. 1.2 Airside hazards are identified and analyzed based on risk management controls. 1.3 Airside operating conditions and restrictions are established and applied as per the work place procedures. 1.4 Airside safety and operational briefings are received and acknowledged as per the organizational policies.
2. Develop security risk management plans	2.1 Risks and threats records and reviewed based on management decisions. 2.2 Treatment options and counter measures are determined based on the occurrence or consequences of the risk. 2.3 Cost-benefit analysis is conducted based on the risk management. 2.4 Stakeholders are consulted on the cost-benefit analysis based on risk management report. 2.5 Risk management plan is developed in accordance with regulatory requirements.
3. Maintain operational	3.1 Security plan is prepared based on organization's

<p>security systems</p>	<p>security objectives as per the SOPs.</p> <p>3.2 Threat assessments, current exposure and current protective security arrangements are summarized based on the plan.</p> <p>3.3 Security strategies for implementing, monitoring and evaluating countermeasures are outlined.</p> <p>3.4 Timeframes and security budget are determined based on countermeasures.</p> <p>3.5 Security plan is approved and communicated to stakeholders.</p>
<p>4. Organize emergency drills</p>	<p>4.1 Emergency drills are planned and conducted according to regulatory requirements and organizational procedures.</p> <p>4.2 Instructions are disseminated to other user as per organizational procedures.</p> <p>4.3 Musters and drills are reviewed based on objectives.</p> <p>4.4 Records are prepared according to regulatory requirements and organizational procedures.</p>
<p>5. Manage Airside emergencies</p>	<p>5.1 Potential emergency awareness is created according to contingency plans.</p> <p>5.2 Emergencies information and instructions are disseminated as per the work place procedures.</p> <p>5.3 Procedures are implemented to combat emergency and to protect persons on board.</p> <p>5.4 Communications procedures are established with others to facilitate the emergency response process.</p> <p>5.5 Contact is maintained with others at all times to keep them briefed on the emergency response process.</p> <p>5.6 Cessation of emergency is communicated to appropriate personnel.</p>
<p>6. Maintain operational safety</p>	<p>6.1 Resources and equipment are identified based on security risk situations.</p> <p>6.2 Environmental factors are monitored, assessed and reviewed as per the organizational policies.</p> <p>6.3 Safety checks are carried out according to organizational procedures.</p>

7. Maintain security risks response	<p>7.1. Risk situations are identified and assessed as per the organization objectives.</p> <p>7.2. Response to security risk is carried out according to security risk management plan.</p> <p>7.3. Changing circumstances are monitored based on the responses as per the organizational requirements.</p> <p>7.4. Security risks response records are maintained according to organizational procedures.</p>
-------------------------------------	---

RANGE

This section provides work environments and conditions to which the performance criteria apply. It allows for different work environment and situations that will affect performance.

Variable	Range
1. Potential emergencies includes but not limited to:	<ul style="list-style-type: none"> • Accidents • Bomb threat • Collision • Fire or explosion • Flooding • Incidents • Grounding
2. Information include but are not limited to	<ul style="list-style-type: none"> • Documented instructions • Drills • Meetings • Notice boards • Pamphlets • Training session

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit of competency.

Required skills

The individual needs to demonstrate the following skills:

- Communication
- Interpersonal

- Lifting
- Surveillance
- Decision making

Required knowledge

- The individual needs to demonstrate knowledge of:
- Concept of reserve buoyancy and its relevance to damage control in vessels
- Faults that can occur with fire detection, firefighting, lifesaving and safety equipment, and systems and appropriate remedial action and solutions
- Functions and use of lifesaving appliances
- General principles of damage control and the manner in which the watertight integrity of the hull is maintained on a vessel
- Importance of maintaining fire detection, firefighting, lifesaving and safety equipment and systems, and potential consequences if the equipment or systems are not operational during an emergency

EVIDENCE GUIDE

This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge and range.

1. Critical Aspects of Competency	<p>Assessment requires evidence that the candidate:</p> <ul style="list-style-type: none"> 1.1 Developed emergency and damage control plans 1.2 Developed security risk management plans 1.3 Maintained the operational condition of firefighting, lifesaving and security systems 1.4 Organized fire and abandon emergency drills 1.5 Managed Airside emergencies. 1.6 Maintained operational safety. 1.7 Maintained security risks response.
2. Resource Implications	<p>The following resources should be provided:</p> <ul style="list-style-type: none"> 2.1 Access to relevant workplace where assessment can take place 2.2 Appropriately simulated environment where assessment can take place 2.3 Resources relevant to proposed activity or task
3. Methods of Assessment	<p>Competency may be accessed through:</p> <ul style="list-style-type: none"> 3.1 Observation 3.2 Written tests

	<p>3.3 Oral questioning</p> <p>3.4 Third party report</p>
4. Context of Assessment	<p>Competency may be assessed:</p> <p>4.1 On-the- job</p> <p>4.2 Off the job</p> <p>4.3 Off the job assessment must be undertaken in a closely simulated workplace environment.</p>
5. Guidance information for assessment	<p>Holistic assessment with other units relevant to the industry sector, workplace and job roles is recommended.</p> <p>Attitude is assessed alongside supervising aviation practices.</p>