



REPUBLIC OF KENYA

NATIONAL OCCUPATIONAL STANDARDS

FOR

AIRPORT OPERATIONS MANAGER

KNQF LEVEL 6

ISCED PROGRAMME CODE: 1015 554 A



TVET CDACC
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NAIROBI

MANAGE DANGEROUS GOODS

TVET CDACC UNIT CODE: LOG/OS/AO/CC/02/6/MA

UNIT DESCRIPTION

This unit specifies the competencies required to manage dangerous goods. It involves inspecting dangerous goods, classifying dangerous goods, preparing dangerous goods records, and loading/off-loading dangerous goods.

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. Inspect dangerous goods	1.1 Dangerous goods are screened as per the work place requirements. 1.2 Packaged dangerous goods are labeled in accordance with workplace procedures. 1.3 Dangerous goods are examined based on manufacturing instructions.
2. Classify dangerous goods	2.1 Information is confirmed based on cargo details as per the SOPs. 2.2 Dangerous goods are identified in accordance with organizational procedures. 2.3 Dangerous goods are labeled as per SOPs 2.4 Dangerous goods records are maintained as per the work place procedures. 2.5 Dangerous goods are classified in accordance with workplace procedures and regulatory requirements.
3. Package dangerous goods	3.1 <i>Absorbent materials</i> and cushioning are selected in accordance with relevant regulatory requirements. 3.2 Dangerous goods are packed as per work place procedures. 3.3 Dangerous goods are packaged as per the regulatory requirements.
4. Prepare dangerous goods records	4.1 Dangerous goods instructions are selected in accordance with manufacturing manuals.

	<p>4.2 Goods are recorded in accordance with workplace procedures and regulatory requirements.</p> <p>4.3 Dangerous goods documents are maintained based on goods information as per the work place requirements.</p>
5. Load/off-load dangerous goods	<p>5.1 Personal protective equipment (PPE) is identified as per the organizational requirement.</p> <p>5.2 Aircraft is loaded/unloaded in accordance with workplace procedures.</p> <p>5.3 Load/off-load is separated based on class and subsidiary risk in accordance with workplace procedures.</p> <p>5.4 Incident or accident is monitored based on emergency 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. Personal protective equipment includes but not limited to:	<ul style="list-style-type: none"> • Gloves • Musk • Gum boots • Dust cloths • Helmets • Rain coats • Overalls • Safety boots
2. Absorbent materials include but not limited to:	<ul style="list-style-type: none"> • Absorbent Socks • Loose Absorbents • Specialty Absorbents • Reusable Absorbents

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:

- Analytical
- Communication
- Decision making
- Critical thinking

Required knowledge

The individual needs to demonstrate knowledge of:

- Characteristics of various classes of explosives/dangerous goods.
- Compatibility of various types of explosives and/or dangerous goods
- Housekeeping standards and procedures
- Manual handling techniques and manually-operated load shifting equipment required for loading/off-loading.
- Methods of placarding or marking a vehicle carrying explosives and/or dangerous goods

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	Assessment requires evidence that the candidate: 1.1 Inspected dangerous goods 1.2 Classified dangerous goods 1.3 Packaged dangerous goods 1.4 Prepared dangerous goods records 1.5 Loaded/off-loaded dangerous goods
2. Resource Implications	The following resources should be provided: 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	Competency may be accessed through: 3.1 Observation 3.2 Written tests 3.3 Oral questioning

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