

**Victorian Purchasing Guide
for
AVI08 Aviation Training Package Version No 4**

11 September 2012



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Victorian Purchasing Guide — Version History

Training Package Version	Date VPG Approved	Comments
AVI08 Aviation Training Package Version 4	11 September 2012	This Victorian Purchasing Guide reflects the changes made to the AVI08 Aviation Training Package Version 4. Inclusion of 37 new units and revision to one existing unit. Inclusion of 2 new qualifications.
AVI08 Aviation Training Package 3.1	4 July 2011	Reflects the change made to the title of the AVI50510 Diploma of Aviation (Flight Instructor).
AVI08 Aviation Training Package Version 3	4 October 2010	Reflects the addition of 2 new qualifications and the revision of 2 existing qualifications.
AVI08 Aviation Training Package Version 2	14 December 2009	Reflects the addition of 27 new aviation units of competency and the updating of 2 qualifications.
AVI08 Aviation Training Package Version 1	27 November 2008	Reflects the initial release of the training package after a full review of the TDA03 Aviation Training Package

AVI08 Aviation Training Package Victorian Purchasing Guide

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INTRODUCTION

What is a Victorian Purchasing Guide?

The Victorian Purchasing Guide provides information for use by Registered Training Organisations (RTOs) in the provision of Victorian government subsidised training.

Specifically the Victorian Purchasing Guide provides the following information related to the delivery of nationally endorsed Training Packages in Victoria:

- The nominal hour range (minimum-maximum) available for each qualification.
- Nominal hours for each unit of competency within the Training Package.
- Sample Training Programs

Registration

RTOs must be registered by either the Victorian Registration and Qualifications Authority (VRQA) or the Australian Skills Qualification Authority (ASQA) regulatory body to be eligible to issue qualifications and statements of attainment under the Australian Qualifications Framework (AQF).

The VRQA is the regulatory authority for Victoria that registers VET training organisations who provide courses to domestic students only and who only offer training in Victoria.

To register to provide training to international students and in other Australian states and territories you will need to apply with ASQA.

QUALIFICATIONS

Code	Title	Qualification Nominal Hour Range	
		Minimum	Maximum
AVI10108	Certificate I In Aviation (Foundation Skills)	140	230
AVI20208	Certificate II in Aviation (Flight Operations)	270	490
AVI20408	Certificate II in Aviation (Ground Operations and Service)	248	510
AVI20512	Certificate II in Aviation Transport Protection	235	310
AVI30208	Certificate III in Aviation (Flight Operations)	408	765
AVI30408	Certificate III in Aviation (Ground Operations and Service)	376	770
AVI30510	Certificate III in Aviation (Rescue Crewman)	326	408
AVI30612	Certificate III in Aviation (Remote Pilot)	365	365
AVI40108	Certificate IV in Aviation (Commercial Pilot Aeroplane Licence)	630	630
AVI40208	Certificate IV in Aviation (Commercial Pilot Helicopter Licence)	620	620
AVI40408	Certificate IV in Aviation (Ground Operations and Service)	501	1050
AVI40508	Certificate IV in Aviation (Leadership and Supervision)	482	610
AVI40610	Certificate IV in Aviation (Aircrewman)	470	628
AVI50308	Diploma of Aviation (Air Traffic Control)	1060	1060
AVI50408	Diploma of Aviation (Instrument Flight Operations)	310	320
AVI50510	Diploma of Aviation (Flight Instructor)	395	490
AVI60110	Advanced Diploma of Aviation (Flight Instruction)	585	815

UNITS OF COMPETENCY AND NOMINAL HOURS

RTOs are advised that there is a mapping table inside each Training Package that describes the relationship between new units and superseded or replaced units from the previous version of **AVI08 Aviation Training Package**. Information regarding transition arrangements can be obtained from the state or national VET Regulating Authority (see Contacts and Links section).

You must be sure that all training and assessment leading to qualifications or Statements of Attainment from the **AVI08 Aviation Training Package** is conducted against the Training Package units of competency and complies with the requirements in the assessment guidelines.

Listing of the Units of Competency and Nominal Hours

Unit Code	Unit Title	Nominal Hours
AVIA3001B	Package dangerous goods for air transport	40
AVIB3001B	Inspect and report on an aerodrome	30
AVIB3002B	Inspect and report on aerodrome lighting systems	20
AVIB3003B	Inspect and report on the Obstacle Limitation Surfaces	30
AVIB3004B	Manage and carry out pre- and post-flight cabin checks	20
AVIC2001A	Drive on the airside	10
AVIC4002A	Administer airside driving	15
AVID2001B	Accept dangerous goods for air transport	20
AVID2003B	Prepare freight for flight	20
AVID2004B	Conduct aviation freight weighing operations	20
AVID2005B	Accept freight for air transport	20
AVID2006A	Load and secure aviation freight and baggage	20
AVID2007A	Unload aviation freight and baggage	20
AVIE2005A	Conduct radio procedures in the aviation airport environment	20
AVIE3003B	Complete a Notice to Airmen (NOTAM)	20
AVIE3004B	Maintain radio communications as part of airport operations	20
AVIE3006A	Maintain remote pilot aircraft systems (RPAS) aeronautical radio communications	20
AVIE4001B	Maintain aircraft radio communications	20
AVIE5002B	Apply air traffic control communication procedures and services	80
AVIF2007B	Implement regulations and policies during check-in procedures	30
AVIF2010B	Implement regulations and policies during aircraft safety and service operations	40
AVIF2012A	Monitor the transfer of hazardous materials	20
AVIF2014A	Undertake aircraft underwater escape and survival	80
AVIF2015A	Utilise emergency breathing system	40
AVIF2019A	Work in aircraft confined spaces	30

Unit Code	Unit Title	Nominal Hours
AVIF2020A	Employ fatigue management practices in the aviation workplace	30
AVIF2023A	Follow occupational health and safety procedures	15
AVIF2024A	Conduct housekeeping activities	15
AVIF3004B	Supervise the safety of aerodrome works and general access	40
AVIF3005B	Maintain the safety of people and aircraft	30
AVIF3006B	Respond to abnormal and emergency situations within the aircraft	40
AVIF3011B	Apply relevant laws and regulations to the management of an aerodrome	40
AVIF3016A	Marshal aircraft	20
AVIF3021A	Manage human factors in remote pilot aircraft systems (RPAS) operations	20
AVIF3022A	Apply regulations and policies during remote pilot aircraft systems (RPAS) operations	20
AVIF4001B	Manage human factors in aircraft flight	20
AVIF4008A	Supervise cabin safety and security	30
AVIF5003B	Manage human performance and team resources during air traffic control operations	80
AVIF5013A	Provide SAR alerting and emergency service	200
AVIG2002A	Work effectively in the aviation industry	20
AVIG2003A	Work in a socially diverse environment	20
AVIG5001B	Work professionally in an air traffic control workplace	40
AVIH3002B	Advise on major services and attractions at aviation destinations	20
AVIH3018A	Navigate remote pilot aircraft (RPA)	40
AVIH4001B	Navigate aircraft - VFR	140
AVIH4012A	Plan a flight under Night Visual Flight Rules (NVFR)	50
AVIH4013A	Navigate aircraft - NVFR	70
AVIH5016A	Plan a flight under Instrument Flight Rules (IFR)	40
AVIH5017A	Navigate aircraft – IFR	70
AVII2001B	Provide customer service on an aircraft	30
AVII2003C	Carry out beverage service on an aircraft	40
AVII2004B	Provide advice on cuisine on an aircraft	20
AVII2006B	Conduct in-flight retailing	20
AVII2007B	Check in aircraft passengers	20
AVII2008B	Provide assistance to transit and arriving passengers	30
AVII2009B	Serve wine to aircraft passengers	20
AVII2014B	Provide transport services to passengers with special needs	30
AVII3002B	Carry out food preparation and service on an aircraft	40

Unit Code	Unit Title	Nominal Hours
AVII3005B	Apply knowledge of the structure, products and services of the airline operator	40
AVII3010B	Carry out aircraft business/first class meal and beverage service	40
AVII3011B	Provide quality customer service	20
AVII4012B	Manage aircraft passengers and cargo	40
AVII4013A	Supervise cabin operations	30
AVII4015A	Monitor and enhance customer service excellence	10
AVIJ2001B	Contribute to the achievement of on-time performance standards	20
AVIJ4002B	Conduct quality control operations related to refuelling/defuelling aircraft	20
AVIK2001A	Use computers in the aviation screening workplace	20
AVIK3002A	Use infotechnology devices in the workplace	15
AVIL2001B	Manage a check-in queue	20
AVIL2005A	Complete routine administrative tasks	10
AVIL2006A	Promote effective workplace practice	10
AVIL3002B	Complete aircraft despatch duties	20
AVIL3003B	Plan an aircraft load	40
AVIL3004B	Assess pavement concessions	40
AVIM5001A	Operate a simulator	40
AVIM5002A	Conduct aeronautical knowledge training	60
AVIM5003A	Conduct flight training	60
AVIM5004A	Facilitate training in a synthetic environment	30
AVIM5005A	Conduct training for the issue of an endorsement	50
AVIM5007A	Conduct pre-assessment	20
AVIM5008A	Conduct flight review	20
AVIM6006A	Deliver operational flight management training	60
AVIN6003A	Manage flight training	60
AVIO2001A	Use firearms on an aerodrome to control wildlife hazards	30
AVIO2004A	Conduct frisk search of persons	30
AVIO2005A	Conduct screening using Explosive Trace Detection (ETD)	10
AVIO2006A	Control access to and exit from an airside security zone or landside security zone at an airport	10
AVIO2007A	Establish and maintain a sterile area at an airport	15
AVIO2008A	Manage the flow of items for screening by X-ray screening equipment	10
AVIO2009A	Screen articles by interpreting X-ray images	20
AVIO2010A	Screen articles to enter an airside security zone or landside security zone	15

Unit Code	Unit Title	Nominal Hours
AVIO2011A	Screen people to enter an airside security zone or landside security zone	15
AVIO2012A	Follow security procedures	25
AVIO2013A	Undertake emergency response action to a security threat	20
AVIO2014A	Manage disruptive and/or unlawful behaviour	20
AVIO2015A	Apply and monitor workplace security procedures	30
AVIO4003A	Implement airside access	10
AVIP2001A	Capture records into a records keeping system	10
AVIR3001B	Service customer airline contracts	30
AVIW2002B	Operate an aerobridge	20
AVIW2008B	Conduct baggage handling operations	20
AVIW2010B	Operate baggage tug	20
AVIW2029A	Operate aircraft refuelling nozzle	40
AVIW2030A	Be airborne extracted by suspended rope	30
AVIW2031A	Be airborne extracted using suspended extraction equipment	30
AVIW2032A	Fast rope from a helicopter	45
AVIW2033A	Rappel from a helicopter	45
AVIW3003B	Operate aircraft embarkation and disembarkation equipment	20
AVIW3004B	Operate ramp equipment	20
AVIW3005B	Operate aircraft push-out tug	20
AVIW3006B	Refuel aircraft	40
AVIW3011B	Defuel aircraft	40
AVIW3021A	Coordinate aircraft ground operations	10
AVIW3023A	Implement wildlife hazard control measures	30
AVIW3024A	Perform wireman duties	50
AVIW3025A	Complete aircraft/equipment pre- and post-flight actions	10
AVIW3026A	Conduct night aided vision aviation operations	10
AVIW3027A	Deliver pyrotechnics and hand held stores	10
AVIW3035A	Manage remote pilot aircraft systems (RPAS) pre- and post-flight actions	30
AVIW3036A	Operate and manage remote pilot aircraft systems (RPAS)	40
AVIW4001B	Manage pre- and post-flight actions	40
AVIW4028A	Manage aircraft sensor systems	10
AVIW4034A	Supervise aircraft refuelling	20
AVIW5013B	Operate air traffic control equipment and workstations	180

Unit Code	Unit Title	Nominal Hours
AVIW5018A	Operate and manage aircraft systems	40
AVIW5022A	Coordinate the removal of disabled aircraft	30
AVIY3052A	Conduct Helicopter Landing Site and Unprepared Helicopter Landing Site operations	10
AVIY3067A	Control remote pilot aircraft (RPA) on the ground	25
AVIY3068A	Launch remote pilot aircraft (RPA)	20
AVIY3069A	Control remote pilot aircraft systems (RPAS) in normal flight	30
AVIY3070A	Recover remote pilot aircraft (RPA)	20
AVIY3071A	Manage remote pilot aircraft systems (RPAS) in abnormal flight situations	40
AVIY3072A	Manage remote pilot aircraft systems (RPAS) energy source	25
AVIY4001B	Control aeroplane on the ground	20
AVIY4002B	Take off aeroplane	30
AVIY4003B	Control aeroplane in normal flight	60
AVIY4004B	Land aeroplane	40
AVIY4005B	Execute advanced aeroplane manoeuvres and procedures	60
AVIY4006B	Manage abnormal aeroplane flight situations	60
AVIY4007B	Manage aircraft fuel	20
AVIY4008B	Control aircraft solely by reference to full instrument panel	20
AVIY4009B	Control aircraft solely by reference to limited instrument panel	20
AVIY4011B	Control helicopter on the ground	20
AVIY4012B	Control helicopter in hovering flight	20
AVIY4013B	Taxi helicopter	20
AVIY4014B	Take off helicopter and approach to hover	20
AVIY4015B	Control helicopter in normal flight	60
AVIY4017B	Execute advanced helicopter manoeuvres and procedures	60
AVIY4018B	Manage abnormal and emergency helicopter flight situations	60
AVIY4019B	Operate helicopter at low level	40
AVIY4024A	Operate aircraft in the traffic pattern at night	20
AVIY4051A	Conduct external load-lift operations	10
AVIY4053A	Perform aircrewman cockpit duties	10
AVIY4054A	Conduct hoisting operations	10
AVIY4055A	Conduct airborne extraction operations	40
AVIY4056A	Conduct airborne rappelling operations	40
AVIY4057A	Perform helicopter deck landing operations	60

Unit Code	Unit Title	Nominal Hours
AVIY4058A	Pilot a helicopter during external load operations	40
AVIY4059A	Pilot a helicopter during roping operations	30
AVIY4060A	Pilot a helicopter during winching operations	30
AVIY4061A	Perform aerobatic manoeuvres	60
AVIY4062A	Perform an aerobatic sequence	60
AVIY4063A	Perform close formation flight	60
AVIY4064A	Lead an aircraft formation flight	60
AVIY4066A	Control aircraft in advanced flight manoeuvres	60
AVIY5020A	Conduct full instrument panel manoeuvres	50
AVIY5021A	Conduct limited instrument panel manoeuvres	50
AVIY5022B	Manage traffic flow	80
AVIY5023A	Operate multi-engine fixed wing aeroplane	60
AVIY5025A	Perform an instrument arrival	20
AVIY5026A	Perform standard arrival route (STAR)	10
AVIY5027A	Perform instrument departure - non published procedure	20
AVIY5028A	Perform instrument departure - published procedure (SIDSRD)	20
AVIY5033A	Perform visual circling approach	10
AVIY5034A	Perform non-directional beacon (NDB) instrument approach	10
AVIY5035A	Perform VHF omni-directional radio range (VOR) instrument approach	20
AVIY5036A	Perform instrument landing system (ILS) instrument approach	20
AVIY5037A	Perform distance measuring equipment (DME)/global positioning system arrival	30
AVIY5038A	Perform global positioning system (GPS)/non-precision approach (NPA)	30
AVIY5048A	Provide approach control services	200
AVIY5049A	Provide area control services	200
AVIY5050A	Provide aerodrome control services	200
AVIY5065A	Operate a multi-engine helicopter	60
AVIZ1005B	Maintain basic situation awareness in the aviation workplace	20
AVIZ2050A	Maintain security awareness and vigilance in the aviation workplace	20
AVIZ3051A	Manage situation awareness in remote pilot aircraft systems (RPAS) operations	5
AVIZ4001B	Manage situation awareness in aircraft flight	40
AVIZ5049A	Manage situational awareness in the air traffic control environment	200

SAMPLE TRAINING PROGRAMS

A range of Sample Training Plans have been provided to demonstrate the flexibility of qualifications contained in the **AVI08 Aviation Training Package**, but are by no means mandatory.

Occupation / Work Function	Entry & Induction	
Qualification Title	Certificate I In Aviation (Foundation Skills)	
Qualification Code	AVI10108	
Description	Certificate I in Aviation (Foundation Skills) is an appropriate entry level and induction qualification for a worker in the Aviation Industry.	
Unit Code	Unit Title	Hours
Core		
TLIE307C	Participate in basic workplace communication	40
TLIE507C	Carry out basic workplace calculations	20
TLIF107C	Follow occupational health and safety procedures	20
TLIG107C	Work effectively with others	40
TLIL107C	Complete workplace orientation/induction procedures	30
TLIO207D	Follow security procedures	40
AVIZ1005B	Maintain basic situation awareness in the aviation workplace	20
	Total Hours	210

Occupation/ Work Function	Cabin Crew	
Qualification Title	Certificate II in Aviation (Flight Operations)	
Qualification Code	AVI20208	
Description	Certificate II in Aviation (Flight Operations) is appropriate for people working in the commercial airline industry as cabin crew.	
Unit Code	Unit Title	Hours
Certificate I		
TLIE307C	Participate in basic workplace communication	40
TLIE507C	Carry out basic workplace calculations	20
TLIF107C	Follow occupational health and safety procedures	20
TLIG107C	Work effectively with others	40
TLIL107C	Complete workplace orientation/induction procedures	30
TLIO207D	Follow security procedures	40
AVIZ1005B	Maintain basic situation awareness in the aviation workplace	20
Certificate II		
AVIF2010B	Implement regulations and policies during aircraft safety and service operations	40
TLIG707B	Work in a socially diverse environment	20
AVII2001B	Provide customer service on an aircraft	30
AVII2006B	Conduct in-flight retailing	20
AVII2009B	Serve wine to aircraft passengers	20
AVII2014B	Provide transport services to passengers with special needs	30
TLIJ107C	Apply quality procedures	20
	Total Hours	390

Occupation / Work Function	Baggage Handlers (also may include Ground Support and Ramp Services)	
Qualification Title	Certificate II in Aviation (Ground Operations and Service)	
Qualification Code	AVI20408	
Description	The Certificate II in Aviation (Ground Operations and Service) is appropriate for people employed as Baggage Handlers, which may include Ground Support and Ramp Services at airports.	
Unit Code	Unit Title	Hours
Certificate I		
TLIA107C	Secure cargo	20
TLIB2407B	Clean transportation units and facilities for passenger use	20
TLIC107C	Drive vehicle	30
TLID107C	Shift materials safely using manual handling methods	20
TLID207C	Shift a load using manually-operated equipment	20
TLIO207D	Follow security procedures	20
AVIZ1005B	Maintain basic situation awareness in the aviation workplace	20
Certificate II		
AVID2001B	Accept dangerous goods for air transport	20
AVID2004B	Conduct aviation freight weighing operations	20
AVID2003B	Prepare freight for flight	20
TLID407C	Load and unload goods/cargo	30
TLID1007C	Operate a forklift	40
TLIF1207C	Apply safe procedures when handling/transporting dangerous goods or explosives	30
TLIK107C	Use infotechnology devices and computer applications in the workplace	40
	Total Hours	350

Occupation / Work Function	Passenger Screener	
Qualification Title	Certificate II in Aviation Transport Protection	
Qualification Code	AVI204512	
Description	The following sample reflects the role of a security officer at an airport.	
Unit Code	Unit Title	Hours
Core		
CPPSEC2001A	Communicate effectively in the security industry	20
AVIG2002A	Work effectively in the aviation industry	20
AVII3011B	Provide quality customer service	20
AVIO2012A	Follow security procedures	25
AVIZ2050A	Maintain security awareness and vigilance in the aviation workplace	20
Group 1 – Passenger Screener		
AVIG2003A	Work in a socially diverse environment	20
AVIO2011A	Screen people to enter an airside security zone or landside security zone	15
AVIO2010A	Screen articles to enter an airside security zone or landside security zone	15
AVIO2006A	Control access to and exit from an airside security zone or landside security zone at an airport	10
Elective		
AVIL2005A	Complete routine administrative tasks	10
AVIO2004A	Conduct frisk search of persons	30
AVIO2014A	Manage disruptive and/or unlawful behaviour	20
AVIF2023A	Follow occupational health and safety procedures	15
CPPSEC3002A	Manage conflict through negotiation	16
	Total Hours	256

Occupation / Work Function	Senior Cabin Crew	
Qualification Title	Certificate III in Aviation (Flight Operations)	
Qualification Code	AVI30208	
Description	The following sample relates to those working in the commercial airline industry as senior cabin crew.	
Unit Code	Unit Title	Hours
Certificate I		
TLIE307C	Participate in basic workplace communication	40
TLIE507C	Carry out basic workplace calculations	20
TLIF107C	Follow occupational health and safety procedures	20
TLIG107C	Work effectively with others	40
TLIL107C	Complete workplace orientation/induction procedures	30
TLIO207D	Follow security procedures	40
AVIZ1005B	Maintain basic situation awareness in the aviation workplace	20
Certificate II		
AVIF2010B	Implement regulations and policies during aircraft safety and service operations	40
TLIG707B	Work in a socially diverse environment	20
AVII2001B	Provide customer service on an aircraft	30
AVII2006B	Conduct in-flight retailing	20
AVII2009B	Serve wine to aircraft passengers	20
AVII2014B	Provide transport services to passengers with special needs	30
TLIJ107C	Apply quality procedures	20
Certificate III		
AVIB3004B	Manage and carry out pre- and post-flight cabin checks	20
AVIF3006B	Respond to abnormal and emergency situations within the aircraft	40
TLIF307C	Implement and monitor occupational health and safety procedures	30
TLIG207C	Lead a work team or group	40
AVII3005B	Apply knowledge of the structure, products and services of the airline operator	40
TLIO707C	Undertake emergency response action to a security threat	20
TLIO1607B	Apply and monitor workplace security procedures	40
	Total Hours	620

Occupation / Work Function	Check-in & Customer Service	
Qualification Title	Certificate III in Aviation (Ground Operations and Service)	
Qualification Code	AVI30408	
Description	Certificate III in Aviation (Ground Operations and Service) is appropriate for people employed as Check-in & Customer Service staff at an airport or other location.	
Unit Code	Unit Title	Hours
Certificate I		
TLIE307C	Participate in basic workplace communication	40
TLIE507C	Carry out basic workplace calculations	20
TLIF107C	Follow occupational health and safety procedures	20
TLIG107C	Work effectively with others	40
TLII207D	Apply customer service skills	30
TLIO207D	Follow security procedures	40
AVIZ1005B	Maintain basic situation awareness in the aviation workplace	20
Certificate II		
TLIE107C	Present routine workplace information	40
TLIE707B	Use communication systems	20
TLIE807C	Process workplace documentation	20
TLIG707B	Work in a socially diverse environment	20
AVII2007B	Check in aircraft passengers	20
SITTTSL007A	Receive and process reservations	30
AVIL2001B	Manage a check-in queue	20
Certificate III		
TLIA1707C	Apply product knowledge to organise work operations	40
BSBCUS301A	Deliver and monitor a service to customers	35
SITTTSL010A	Control reservations or operations using a computerised system	120
SITTTSL013A	Construct normal international airfares	40
TLIO1607B	Apply and monitor workplace security procedures	40
TLIQ1307B	Advise on and construct fares for customers	30
AVIR3001B	Service customer airline contracts	30
	Total Hours	715

Occupation / Work Function	Rescue Crewman	
Qualification Title	Certificate III in Aviation (Rescue Crewman)	
Qualification Code	AVI30510	
Description	This qualification is appropriate for a person seeking to work in the helicopter operational environment as a rescue crewman.	
Unit Code	Unit Title	Hours
Core		
AVIF3005B	Maintain the safety of people and aircraft	30
PUAFIR209B	Work safely around aircraft	8
TLIA107C	Secure cargo	20
AVIF4001B	Manage human factors in aircraft flight	20
AVIW3025A	Complete aircraft/equipment pre- and post-flight actions	10
AVIZ1005B	Maintain basic situation awareness in the aviation workplace	20
AVIW3024A	Perform wireman duties	50
AVIF3006B	Respond to abnormal and emergency situations within the aircraft	40
AVIF2014A	Undertake aircraft underwater escape and survival	80
Electives		
AVIY3052A	Conduct Helicopter Landing Site and Unprepared Helicopter Landing Site operations	10
TLIO207D	Follow security procedures	40
HLTFA201A	Provide basic emergency life support	8
AVIE4001B	Maintain aircraft radio communications	20
AVIW3026A	Conduct night aided vision aviation operations	10
	Total Hours	366

Occupation / Work Function	Pilot	
Qualification Title	Certificate IV in Aviation (Commercial Pilot Aeroplane Licence)	
Qualification Code	AVI40108	
Description	This qualification is appropriate for people seeking to work in the commercial airline industry.	
Unit Code	Unit Title	Hours
Core		
AVIE4001B	Maintain aircraft radio communications	20
AVIF4001B	Manage human factors in aircraft flight	20
AVIH4001B	Navigate aircraft - VFR	140
AVII4012B	Manage aircraft passengers and cargo	40
AVIW4001B	Manage pre- and post-flight actions	40
AVIY4001B	Control aeroplane on the ground	20
AVIY4002B	Take off aeroplane	30
AVIY4003B	Control aeroplane in normal flight	60
AVIY4004B	Land aeroplane	40
AVIY4005B	Execute advanced aeroplane manoeuvres and procedures	60
AVIY4006B	Manage abnormal aeroplane flight situations	60
AVIY4007B	Manage aircraft fuel	20
AVIY4008B	Control aircraft solely by reference to full instrument panel	20
AVIY4009B	Control aircraft solely by reference to limited instrument panel	20
AVIZ4001B	Manage situation awareness in aircraft flight	40
	Total Hours	630

Occupation / Work Function	Pilot (Helicopter)	
Qualification Title	Certificate IV in Aviation (Commercial Pilot Helicopter Licence)	
Qualification Code	AVI40208	
Description	This qualification is appropriate for people seeking to work in the commercial airline industry as helicopter pilots transporting people and cargo.	
Unit Code	Unit Title	Hours
Core		
AVIE4001B	Maintain aircraft radio communications	20
AVIF4001B	Manage human factors in aircraft flight	20
AVIH4001B	Navigate aircraft - VFR	140
AVII4012B	Manage aircraft passengers and cargo	40
AVIW4001B	Manage pre- and post-flight actions	40
AVIY4007B	Manage aircraft fuel	20
AVIY4011B	Control helicopter on the ground	20
AVIY4012B	Control helicopter in hovering flight	20
AVIY4013B	Taxi helicopter	20
AVIY4014B	Take off helicopter and approach to hover	20
AVIY4015B	Control helicopter in normal flight	60
AVIY4017B	Execute advanced helicopter manoeuvres and procedures	60
AVIY4018B	Manage abnormal and emergency helicopter flight situations	60
AVIY4019B	Operate helicopter at low level	40
AVIZ4001B	Manage situation awareness in aircraft flight	40
	Total Hours	620

Occupation / Work Function	Freight Forwarder	
Qualification Title	Certificate IV in Aviation (Ground Operations and Service)	
Qualification Code	AVI40408	
Description	This qualification is appropriate for people seeking work as freight forwarders.	
Unit Code	Unit Title	Hours
Core 28		
Certificate I		
TLIE307C	Participate in basic workplace communication	40
TLIE507C	Carry out basic workplace calculations	20
TLIF107C	Follow occupational health and safety procedures	20
TLIG107C	Work effectively with others	40
TLII207D	Apply customer service skills	30
TLIO207D	Follow security procedures	40
TLID107C	Shift materials safely using manual handling methods	20
Certificate II		
TLIA1307C	Receive goods	20
TLIA1407C	Use product knowledge to complete work operations	20
TLIA907E	Complete and check import/export documentation	30
AVID2005B	Accept freight for air transport	20
TLID307E	Handle dangerous goods/hazardous substances	40
TLIJ107C	Apply quality procedures	20
TLIK107C	Use infotechnology devices and computer applications in the workplace	40
Certificate III		
AVIA3001B	Package dangerous goods for air transport	40
TLIA1007C	Coordinate goods to bond premises	20
TLIA1507C	Complete receiptal/despatch documentation	40
AVIE3004B	Maintain radio communications as part of airport operations	20
TLIE207C	Estimate/calculate mass, area and quantify dimensions	30
TLIE407C	Prepare workplace documents	20

TLIF307C	Implement and monitor occupational health and safety procedures	30
Certificate IV		
TLIA3107C	Consolidate freight	30
TLIA3207C	Organise transport of freight or goods	20
TLIA3307C	Organise international transport of freight	40
TLII507C	Market services and products to clients	40
TLIL1007C	Assess and confirm customer transport requirements	40
TLIR107C	Monitor supplier performance	30
TLIR207C	Source goods/services and evaluate contractors	30
	Total Hours	830

Occupation / Work Function	Customer service supervisor/Cabin crew customer service manager	
Qualification Title	Certificate IV in Aviation (Leadership and Supervision)	
Qualification Code	AVI40508	
Description	This qualification is appropriate for those seeking to work in the Aviation industry as a workplace supervisor.	
Unit Code	Unit Title	Hours
Core		
AVII4015A	Monitor and enhance customer service excellence	10
TLIG707B	Work in a socially diverse environment	20
TLIL3207B	Implement equal employment equity strategies	20
TLIL3307B	Promote effective workplace practice	20
TLIO707C	Undertake emergency response action to a security threat	20
TLIL507D	Apply conflict/grievance resolution strategies	40
BSBMGT402A	Implement operational plan	40
TLIP207C	Facilitate and capitalise on change in the workplace	50
BSBMGT401A	Show leadership in the workplace	50
BSBWOR402A	Promote team effectiveness	50
BSBOHS407A	Monitor a safe workplace	50
TLIP507C	Manage workplace information	60
Electives		
BSBHRM402A	Recruit, select and induct staff	50
BSBMGT502B	Manage people performance	70
SITXHRM008A	Manage workplace relations	60
	Total Hours	610

Occupation / Work Function	Aircrewman	
Qualification Title	Certificate IV in Aviation (Aircrewman)	
Qualification Code	AVI40610	
Description	This qualification is appropriate for those seeking to work in the Aviation industry as an Aircrewman working in the helicopter operational environment.	
Unit Code	Unit Title	Hours
Core		
AVIW3025A	Complete aircraft/equipment pre- and post-flight actions	10
PUAFIR209B	Work safely around aircraft	8
AVIY3052A	Conduct Helicopter Landing Site and Unprepared Helicopter Landing Site operations	10
AVIY4054A	Conduct hoisting operations	10
AVIY4051A	Conduct external load-lift operations	10
TLIA107C	Secure cargo	20
AVIF4001B	Manage human factors in aircraft flight	20
AVIZ1005B	Maintain basic situation awareness in the aviation workplace	20
TLIE207C	Estimate/calculate mass, area and quantify dimensions	30
AVIF3005B	Maintain the safety of people and aircraft	30
AVIF2014A	Undertake aircraft underwater escape and survival	80
AVIF3006B	Respond to abnormal and emergency situations within the aircraft	40
AVIL3003B	Plan an aircraft load	40
BSBMGT401A	Show leadership in the workplace	50
Electives		
AVIW4028A	Manage aircraft sensor systems	10
AVIE4001B	Maintain aircraft radio communications	20
AVIW3026A	Conduct night aided vision aviation operations	10
TLIO207D	Follow security procedures	40
AVIY4055A	Conduct airborne extraction operations	40
AVIW3027A	Deliver pyrotechnics and hand held stores	10
AVIY4053A	Perform aircrewman cockpit duties	10
Total Hours		518

Occupation / Work Function	Air Traffic Control contains three main employment streams: *Aerodrome (Tower) Control, *Approach (Terminal Area) Control *Area (Enroute) Control	
Qualification Title	Diploma of Aviation (Air Traffic Control)	
Qualification Code	AVI50308	
Description	The Diploma of Aviation (Air Traffic Control) is appropriate for people employed as air traffic controllers. Job functions are related to two main operating environments being RADAR and non-RADAR. The job function will relate directly to the operating position. Within the Aerodrome (Tower) Control stream there are three different types of tower sub-streams. These are: *Capital City (RADAR) Tower *Regional Outstation (non-RADAR) Tower *General Aviation Airport Procedures (GAAP) (non-RADAR) Tower	
Notes	These competencies are underpinned by ATC Licence Knowledge Objectives required in the Manual of Standards Part 65 determined by the Civil Aviation Safety Authority (CASA).	
Unit Code	Unit Title	Hours
Core		
AVIE5002B	Apply air traffic control communication procedures and services	80
AVIF5003B	Manage human performance and team resources during air traffic control operations	80
AVIF5013A	Provide SAR alerting and emergency service	200
AVIG5001B	Work professionally in an air traffic control workplace	40
AVIW5013B	Operate air traffic control equipment and workstations	180
AVIY5022B	Manage traffic flow	80
AVIZ5049A	Manage situational awareness in the air traffic control environment	200
Elective		
AVIY5049A	Provide area control services	200
	Total Hours	1060

Occupation / Work Function	Flight Instructor	
Qualification Title	Diploma of Aviation (Flight Instructor)	
Qualification Code	AVI50510	
Description	This is a specialist qualification for the aviation industry.	
Unit Code	Unit Title	Hours
Core		
AVIM5002A	Conduct aeronautical knowledge training	60
AVIM5003A	Conduct flight training	60
AVIM5005A	Conduct training for the issue of an endorsement	50
AVIM5008A	Conduct flight review	20
BSBCMM401A	Make a presentation	30
TAEDEL301A	Provide work skill instruction	40
TAEDEL402A	Plan, organise and facilitate learning in the workplace	25
TAEASS402A	Assess competence	15
Electives		
AVIM5004A	Facilitate training in a synthetic environment	30
TAEASS401A	Plan assessment activities and processes	20
TAEASS403A	Participate in assessment validation	20
TAEDES401A	Design and develop learning programs	50
Total Hours		420

Occupation / Work Function	Flight Instructor Supervisor/Manager	
Qualification Title	Advanced Diploma of Aviation (Flight Instruction)	
Qualification Code	AVI60110	
Description	This is a specialist qualification for the aviation industry that involves the application of a significant range of fundamental principles and complex techniques across a wide and often unpredictable variety of contexts in relation to either varied or highly specific functions.	
Unit Code	Unit Title	Hours
Core		
TAADES501B	Design and develop learning strategies	40
TAAENV501B	Maintain and enhance professional practice	40
TAEDS401A	Design and develop learning programs	50
TAELLN401A	Address adult language, literacy and numeracy skills	30
AVIN6003A	Manage flight training	60
BSBMGT502B	Manage people performance	70
BSBLED401A	Develop teams and individuals	40
TAACMQ503B	Lead and conduct training and/or assessment evaluations	45
TAAASS501B	Lead and coordinate assessment systems and services	50
BSBRKG502B	Manage and monitor business or records systems	40
Electives		
AVIM6006A	Deliver operational flight management training	60
TAACMQ501B	Develop training and/or assessment organisational policies and procedures	40
TAEDEL401A	Plan, organise and deliver group-based learning	30
TAADEL503B	Provide advanced facilitation to support learning	40
TAADES502B	Design and develop learning resources	50
Total Hours		685

CONTACTS AND LINKS

Industry Skills Council (ISC)		
Transport and Logistics Industry Skills Council	This ISC is responsible for developing the AVI08 Aviation Training Package and can be contacted for further information. You can also source copies of the Training Package and support material.	Address: Level 4, 411 Collins Street Melbourne VIC 3000 Phone/fax: (03) 9604 7200 Email: enquiries@tlisc.org.au Web: tlisc.org.au
National Register for VET in Australia		
Training.gov.au (TGA)	TGA is the Australian governments' official National Register of information on Training Packages, qualifications, courses, units of competency and RTOs.	training.gov.au
Australian Government		
The Department of Industry, Innovation, Science, Research and Tertiary Education (DIISRTE)	DIISRTE provides a range of services and resources to assist in delivery of Training Packages. Search the DIISRTE website for links to a range of relevant resources and publications.	http://www.innovation.gov.au You may also find Department of Education Employment and Workplace Relations website of use http://www.deewr.gov.au
State Government		
Department of Education and Early Childhood Development (DEECD)	DEECD is responsible for funding and the implementation of Vocational Education and Training (VET) in Victoria, including Apprenticeships and Traineeships.	General information: www.skills.vic.gov.au Approved Training Schemes: http://www.skills.vic.gov.au/corporate/publications/brochures-and-fact-sheets/apprenticeships-and-traineeships-in-victoria-industry-guides
Curriculum Maintenance Manager (CMM)		
Transport and Distribution	The CMM service is provided by Executive Officers located within Victorian TAFE institutes on behalf of DEECD.	Cheryl Bartolo Address: PO Box 14428 Melbourne 8001 Phone: (03) 9919 5302 Email: cheryl.bartolo@vu.edu.au Web: http://trainingsupport.skills.vic.gov.au
State VET Regulatory Authority		
Victorian Registration and Qualifications Authority (VRQA)	The VRQA is a statutory authority responsible for the registration of education and training providers in Victoria to ensure the delivery of quality education and training.	www.vrqa.vic.gov.au Phone: 03 9637 2806

National VET Regulatory Authority		
Australian Skills Quality Authority (ASQA)	<p>ASQA is the national regulator for Australia's VET sector vocational education and training sector.</p> <p>ASQA regulates courses and training providers to ensure nationally approved quality standards are met.</p>	<p>www.asqa.gov.au</p> <p>Info line: 1300 701 801</p>
Industry Regulatory Body		
Civil Aviation Safety Authority (CASA)	<p>The industry Regulatory body can provide advice on licensing, legislative or regulatory requirements which may impact on the delivery of training or the issuance of qualifications in this Training Package.</p>	<p>Southern Region: Level 32 35 Collins Street Melbourne VIC 3000</p> <p>Postal Address: PO Box 2005 Canberra ACT 2601</p> <p>Phone: 131 757</p> <p>Email: southernregion@casa.gov.au</p> <p>Web: www.casa.gov.au</p>
WorkSafe		
WorkSafe Victoria	<p>WorkSafe needs to provide written verification before High Risk Work Units can be added to an RTO's scope of registration.</p>	<p>www.worksafe.vic.gov.au</p> <p>Info line: 1800 136 089</p>

GLOSSARY

Code	Nationally endorsed Training Package qualification code.
Title	Nationally endorsed Training Package qualification title.
Unit Code	Nationally endorsed Training Package unit code.
Unit Title	Nationally endorsed Training Package unit title.
Nominal Hours	The anticipated hours of supervised learning or training deemed necessary to conduct training and assessment activities associated with the program of study. These hours are determined by the Victorian State Training Authority. Nominal hours may vary for a qualification depending on the units of competency selected.
Scope of Registration	Scope of registration specifies the AQF qualifications and/or units of competency the training organisation is registered to issue and the industry training and/or assessment services it is registered to provide.