



Training Accreditation Council
WESTERN AUSTRALIA



Aerodrome Management Services Pty Ltd



**NATIONALLY RECOGNISED
TRAINING**

Training Course Outline

Aerodrome Reporting Officer / Works Safety Officer

Jandakot (Perth) Training – Public Course



Duration: 4 days

Unit: AVIB3001B – Inspect and report on an aerodrome
 AVIB3002B – Inspect and report on aerodrome lighting systems
 AVIB3003B – Inspect and report on the Obstacle Limitation Surfaces
 AVIC2001A – Drive on the airside
 AVIE3003B – Complete a Notice to Airmen (NOTAM)
 AVIE3004B – Maintain radio communications as part of airport operations
 AVIF3004B – Supervise the safety of aerodrome works and general access

Training Package: AVI08 – Aviation Training Package

Target Audience: Personnel required to fulfil the role of aerodrome reporting officer and /or works safety officer at an aerodrome.

Pre-requisites: Nil. It is recommended that personnel attending this course have some experience working at an aerodrome

- Course Outcomes:**
- Perform an aerodrome inspection
 - Report hazardous situations at an aerodrome
 - Facilitate repairs at an aerodrome
 - Report the restoration of aerodrome serviceability
 - Inspect the aerodrome lighting
 - Report faults in aerodrome lighting
 - Make any unserviceable lighting condition safe
 - Report the return of lighting to serviceable condition
 - Perform a visual inspection of the Obstacle Limitation Surfaces
 - Report obstacles in the OLS
 - Report the return of the aerodrome to the previous status
 - Drive on the airside
 - Drive safely on the airside
 - Prepare a Notice to Airmen (NOTAM)
 - Process NOTAM
 - Carry out radio communications
 - Maintain radio equipment
 - Take appropriate action in the event of radio failure
 - **CASA approved Radio Proficiency Certification (RAC of WA)**
 - Prepare for aerodrome works
 - Supervise aerodrome access by vehicles & personnel
 - Supervise aerodrome works
 - Complete aerodrome works

Aerodrome Management Services
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Participant Numbers: Maximum Number: 10
 Minimum Number: 4

On-site delivery requirements In order to achieve the outcomes of this course, each site must ensure the following is provided:

- Classroom facilities with projector, whiteboard etc
- Access to an aerodrome

Recommended retraining after: CASA Advisory Circular AC139-13(0) recommends retraining every:
 Two (2) years