

## Overview

This standard is about managing the condition of the airfield and its associated operations and ensuring it is maintained to operational and airport/airfield standards and relevant legal requirements. This involves confirming that resources, systems and procedures are in place to maintain airfield operations, managing both routine and non-routine airfield maintenance operations, and taking action to confirm organisational and airport/airfield operational standards and relevant legal requirements are met.

This standard is for those working in airports/airfields in management roles.

When you have completed this standard, you will be able to demonstrate your knowledge of and ability to:

- Manage airfield condition and operations

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## Performance criteria

### *You must be able to:*

1. Monitor and manage the airfield's condition and operations in line with organisational and airport/airfield procedures and relevant legal requirements
2. Confirm the required resources, systems and procedures are in place to maintain airfield operations
3. Allocate and manage staff to undertake airfield operations
4. Manage your organisation's and the airport/airfield's routine and non-routine airfield maintenance operations to maintain airfield serviceability
5. Take action when the airfield's condition and operations fail to meet operational standards in line with organisational and airport/airfield procedures and relevant legal requirement
6. Communicate information on the airfield's condition and operations to all necessary parties in line with organisational and airport/airfield procedures
7. Record and report the required airfield serviceability, condition, maintenance and operations documentation in line with organisational and airport/airfield procedures and relevant legal requirements

## Knowledge and understanding

### *You need to know and understand:*

1. Your organisation's and the airport/airfield's operational standards and relevant legal requirements for airfield condition and serviceability
2. Your organisation's and the airport/airfield's airfield inspection, testing and maintenance procedures
3. Your organisation's and the airport/airfield's recording and reporting procedures in relation to airfield serviceability
4. How to monitor and manage the airfield condition and operations
5. How to allocate and manage staff to undertake airfield operations
6. Your organisation's and the airport/airfield's resources, systems and procedures required to maintain airfield operational standards
7. How to manage your organisation's and the airport/airfield's routine and non-routine airfield maintenance operations
8. The actions to take when the airfield condition and operations fail to meet operational and the airport/airfield's standards and relevant legal requirements
9. How, when and to whom to communicate information on the airfield condition and operations
10. Your organisation's and the airport/airfield's procedures and relevant legal requirements for recording and reporting airfield serviceability, condition, maintenance and operations documentation

## Scope/range

### **All necessary parties include:**

- a) Colleagues
- b) Internal departments
- c) Air traffic control
- d) External agencies
- e) Customers

### **Recording and reporting procedures include:**

- a) METARS
- b) NOTAMS
- c) SNOTAMS

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## Glossary

### **METARS**

Meteorological Aviation Reports

### **NOTAMS**

Notice to Airmen

### **SNOTAMS**

Snow Notice to Airmen

Manage airfield condition and operations

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**Relevant Occupations** Transport Drivers and Operatives, Transport Operations and Maintenance

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**Suite** Aviation Operations on the Ground

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