

**SKILLS FRAMEWORK FOR AIR TRANSPORT
TECHNICAL SKILLS & COMPETENCIES (TSC) REFERENCE DOCUMENT**

TSC Category	Ground Handling Services and Operations					
TSC	Cargo Loading and Unloading Administration					
TSC Description	Manage cargo loading and unloading activities to and from the aircraft in accordance with loading plans and Standard Operating Procedures (SOPs)					
TSC Proficiency Description	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
	ATP-GSO-1008-1.1	ATP-GSO-2008-1.1	ATP-GSO-3008-1.1	ATP-GSO-4008-1.1	ATP-GSO-5008-1.1	
	Execute cargo loading and unloading activities according to instruction reports	Monitor cargo loading and unloading activities to ensure compliance with Standard Operating Procedures (SOPs)	Oversee cargo loading and unloading activities to ensure adherence to safety standards and Standard Operating Procedures (SOPs)	Enhance organisational processes to attain safe and efficient loading and unloading of cargo	Drive implementation of new equipment to optimise efficiency and effectiveness of cargo loading and unloading operations	
Knowledge	<ul style="list-style-type: none"> Key terms used in aircraft load or off-load instruction reports Types and interpretation of cargo labelling Layouts and features of assigned aircraft cargo holds Types of equipment used for loading and unloading cargo Usage of Automated Guided Vehicles/Autonomous Vehicles (AGVs/AVs) and conveyors Cargo loading and unloading process flows Dangerous Goods Regulations (DGR) Local and international guidelines such as International Air Transport Association (IATA) Ground Operations Manual (IGOM) and International Civil Aviation Organisation 	<ul style="list-style-type: none"> Interpretation of aircraft load or off-load instruction reports Layouts and features of aircraft cargo holds across various aircraft types Usage of Automated Guided Vehicles/Autonomous Vehicles (AGVs/AVs) and conveyors SOPs for loading and unloading cargo Aircraft loading principles and basic load calculations Cargo loading and unloading process flows Dangerous Goods Regulations (DGR) Local and international guidelines such as International Air Transport Association (IATA) Ground Operations Manual (IGOM) and International Civil 	<ul style="list-style-type: none"> Purposes and uses of aircraft load or off-load instruction reports Features and differences between aircraft cargo holds across different aircraft types Functionality and troubleshooting of Automated Guided Vehicles/Autonomous Vehicles (AGVs/AVs) and conveyors Instructions and safety standards for operating loading and unloading equipment Safety standards and SOPs for loading and unloading cargo Dangerous Goods Regulations (DGR) Local and international guidelines such as International Air Transport Association (IATA) Ground Operations Manual (IGOM) and 	<ul style="list-style-type: none"> Safety standards and Standard Operating Procedures (SOPs) for loading and unloading cargo Potential issues when loading and unloading cargo and appropriate solutions to resolve issues Performance requirements for cargo loading and unloading operations Dangerous Goods Regulations (DGR) Local and international guidelines such as International Air Transport Association (IATA) Ground Operations Manual (IGOM) and International Civil Aviation Organisation (ICAO) Annex for Safe Transport of Dangerous Goods by Air 	<ul style="list-style-type: none"> New technologies and global trends for cargo loading and unloading operations Features and functionality of current cargo loading and unloading equipment Acquisition and divestment strategies Dangerous Goods Regulations (DGR) Local and international guidelines such as International Air Transport Association (IATA) Ground Operations Manual (IGOM) and International Civil Aviation Organisation (ICAO) Annex for Safe Transport of Dangerous Goods by Air 	

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	(ICAO) Annex for Safe Transport of Dangerous Goods by Air	Aviation Organisation (ICAO) Annex for Safe Transport of Dangerous Goods by Air	International Civil Aviation Organisation (ICAO) Annex for Safe Transport of Dangerous Goods by Air			
Abilities	<ul style="list-style-type: none"> • Interpret aircraft load or off-load instruction reports • Carry out checks on cargo labelling • Identify and apply appropriate methods or equipment to load and unload cargo • Execute loading and unloading of cargo based on loading plans • Ensure safe and prompt transfer of cargo to allocated aircraft 	<ul style="list-style-type: none"> • Review aircraft load or off-load instruction reports to ensure compliance with SOPs • Verify if appropriate handling methods and equipment are used when loading and unloading cargo • Monitor day-to-day loading and unloading activities • Ensure all loading and unloading activities adhere to loading plans • Monitor AGVs/AVs and conveyors to ensure optimal functionality 	<ul style="list-style-type: none"> • Supervise teams to load and unload cargo according to safety standards and SOPs • Administer loading activities to ensure secure loading of cargo on board aircraft • Perform checks on functionality of aircraft loading systems 	<ul style="list-style-type: none"> • Collaborate with stakeholders to build up resources for cargo loading and unloading operations • Evaluate organisational SOPs for loading and unloading operations against international standards and best practices • Measure capabilities of resources to perform cargo loading and unloading operations • Propose recommendations to enhance efficiency and effectiveness of cargo loading and unloading operations 	<ul style="list-style-type: none"> • Drive research to determine feasibility of implementing new equipment for cargo loading and unloading operations • Lead acquisition of new tools and equipment based on latest trends and technologies • Develop action plans and Standard Operating Procedures (SOPs) to initiate new tools and equipment for cargo loading and unloading 	