

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

TSC Category	In-Flight Services					
TSC	Cabin Preparation					
TSC Description	Prepare and dress aircraft cabins for departures and ensure safety checks are carried out according to organisational standards					
TSC Proficiency Description	Level 1	Level 2 ATP-IFS-2003-1.1	Level 3 ATP-IFS-3003-1.1	Level 4 ATP-IFS-4003-1.1	Level 5	Level 6
		Carry out cabin preparation activities to ensure aircraft cabins are ready for flights	Implement the overall pre-flight preparation and boarding procedures to ensure adherence to organisational standards and safety requirements	Assess cabin preparation activities and procedures and develop plans to assure adherence to organisational standards		
Knowledge		<ul style="list-style-type: none"> • Arrangement and storage of cabin amenities • Identification and risks of cabin safety hazards • Carry-on baggage allowances and restrictions • Aircraft boarding and security processes • Usage of Public Address (PA) systems • Dangerous Goods Regulations (DGR) • Local and international guidelines such as Air Operator Certificate Requirements (AOCR) and Air Navigation Regulations (ANR) 	<ul style="list-style-type: none"> • Arrangement and storage of cabin amenities • Risk management procedures to tackle cabin safety hazards • Principles underlying carry-on baggage allowances and restrictions • Aircraft boarding and security processes • Usage of Public Address (PA) systems • Roles and responsibilities of cabin crew • Interpretation of load and trim sheets • Standard passenger weights and seat occupancy • Dangerous Goods Regulations (DGR) • Local and international guidelines such as Air Operator Certificate Requirements (AOCR) 	<ul style="list-style-type: none"> • Organisational standards for cabin preparation • Arrangement and storage of cabin amenities • Principles underlying carry-on baggage allowances and restrictions • Aircraft boarding and security processes • Cabin preparation audit techniques • Impact of improper cabin preparation on the organisation and the passengers • Dangerous Goods Regulations (DGR) • Local and international guidelines such as Air Operator Certificate Requirements (AOCR) and Air Navigation Regulations (ANR) 		

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			and Air Navigation Regulations (ANR)			
Abilities		<ul style="list-style-type: none"> Identify cabin safety hazards during pre-flight security sweeps Prepare cabins with amenities, headphones and menu cards Review in-flight meals to ensure appropriate catering is assigned for passengers with special dietary requirements Assess carry-on baggage of passengers in compliance with baggage allowance limits Check functionality of in-flight entertainment systems and galley equipment Review merchandise inventories Ensure passengers are placed in assigned seats 	<ul style="list-style-type: none"> Manage identified cabin safety hazards Prepare cabins with amenities, headphones and menu cards Prepare aircraft safety documentation prior to flights Assign and conduct briefing on roles and responsibilities to cabin crew based on flight requirements Perform checks on PA systems to ensure functionality Tally passenger headcounts against load and trim sheets to ensure accurate number of passengers on board Monitor the stowage of baggage in the cabins to ensure safety 	<ul style="list-style-type: none"> Develop audit schedules and checklists for evaluating cabin preparation activities Audit cabin crew's performance in carrying out cabin preparation activities Ascertain the adherence to all safety procedures during cabin preparation Provide feedback to cabin crew on meeting organisational standards 		