

Overview

This standard is about planning and allocating stands for aircraft at the airport/airfield. This involves to being able to identify the characteristics and requirements of the aircraft departing, arriving and moving in the airport, allocating stands accordingly, and dealing with any issues which may impact upon stand allocation. This also involves communicating stand plans, and any amendments to those plans to airside operators, aircraft operators, ground handlers and air traffic control, and completing the required documentation according to organisational and airport/airfield procedures and relevant legal requirements.

This standard is for those working in airside operations and airport control rooms who deal with stand planning and allocation.

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

- Plan and allocate stands for aircraft

Performance criteria

You must be able to:

1. Identify the aircraft which are due to land or need to be moved during the period you are planning for
2. Plan and allocate a stand for each aircraft movement in line with organisational and airport/airfield procedures and relevant legal requirements
3. Respond to identified issues affecting the stand plan in line with airport/airfield and organisational procedures and relevant legal requirements
4. Monitor stand allocation operations in real time according to airport/airfield and organisational procedures and relevant legal requirements
5. Amend the stand plan as required in response to identified issues in line with airport/airfield and organisational procedures and relevant legal requirements
6. Communicate the stand plan and amended stand plan to colleagues as required in line with airport/airfield and organisational procedures and relevant legal requirements
7. Complete the required stand allocation documentation in line with airport/airfield and organisational procedures and relevant legal requirements

Knowledge and understanding

You need to know and understand:

1. Your organisation's and the airport/airfield's procedures and relevant legal requirements for planning and allocating stands for aircraft
2. How to confirm the aircraft types operating on each route to and from the airport/airfield and locate aircraft arrival and departure times
3. The factors which need to be considered when planning and allocating stands for aircraft
4. The stand size requirements of all aircraft moving in the airport
5. The passenger control requirements for arriving and departing aircraft
6. The equipment available at each stand
7. The airline preferences for specific stands and airline service level agreements with the airport/airfield
8. The wider implications of the stand plan on airport/airfield functionality
9. The methods and timing of stand plan communications to colleagues
10. The types of issues which have the potential to affect the stand plan
11. The airport's/airfield's and your organisation's procedures, and relevant legal requirements for monitoring stand allocation operations in real time
12. When and how to amend the stand plan
13. The importance of communicating amendments to the stand plan to colleagues
14. The airport's/airfield's and your organisation's procedures, and relevant legal requirements for completing stand planning and allocation documentation

Scope/range

Factors to be considered when planning and allocating stands include:

- a) Aircraft size
- b) Aircraft type
- c) Airbridge requirements
- d) Passenger control requirements
- e) Stand equipment and efficiency
- f) Stand availability
- g) Aircraft turn-around time
- h) Airline service level agreement

Issues affecting the stand plan include:

- a) Aircraft departure delay
- b) Aircraft arrival delay
- c) Aircraft arrival ahead of schedule
- d) Aircraft re-routing to the airport or returning to stand
- e) Off-schedule aircraft movement
- f) Diverted aircraft
- g) Adverse weather
- h) Stand equipment failure
- i) Stand closure
- j) Airport incident or emergency

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k) Aircraft incident or emergency

Colleagues include:

a) Airside operators

b) Aircraft operators

c) Ground handlers

d) Air traffic control

Glossary

Aircraft

This means both fixed and rotary wing

Plan and allocate stands for aircraft

Developed by People 1st

Version Number 2

Date Approved 30 Jun 2021

Indicative Review Date 30 Jun 2026

Validity Current

Status Original

Originating Organisation GoSkills

Original URN PPLAOG92

Relevant Occupations Transport Drivers and Operatives, Transport Operations and Maintenance

Suite Aviation Operations on the Ground

Keywords aircraft; stand; stand plan; airport
