

# COGODO6 - SQA Unit Code F223 04

## Contribute to helicopter refuelling operations



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### Overview

This unit has two elements and is about your competence in the refuelling operation.

- 1 Prepare For Refuelling
- 2 Refuel The Helicopter

During this work you must take account of the relevant worksite operational requirements, procedures and safe working practices AS THEY APPLY TO YOU.

### Unit-wide Knowledge

1. Approved procedures and practices in the context of the operations, the work activity and the workplace environment (organisational, regulatory, emergency, operational)
2. Responsibilities under the Health and Safety Statutory Requirements
3. How to use 'Safe Systems of Work' processes to identify hazards and mitigate or reduce risks to as low as reasonably practicable (ALARP)

### Performance criteria

#### Prepare For Refuelling

*You must be able to:*

- P1 confirmed to the HLO, that **refuelling systems** and equipment are serviceable
- P2 confirmed to the HLO that the **refuelling requirements** can be met safely
- P3 conducted quality checks, fuel sampling and other work, in a safe manner and with regard to **operational requirements** and **procedures**
- P4 received aircraft refuelling requirements
- P5 confirmed that Emergency Response equipment is available and appropriately **manned**
- P6 recorded data accurately and at appropriate times and frequencies, and forwarded this to the HLO
- P7 worked safely in accordance with operational requirements and associated **Safe Systems of Work**

#### Refuel The Helicopter

*You must be able to:*

- P8 bonded the helicopter and made safe for re-fuelling, in accordance with aircraft requirements
- P9 carried out and **monitored** re-fuelling operations
- P10 taken **corrective action** when required by **procedures** or **aircraft requirements**
- P11 followed the correct procedure and sequence when shutting down the re-fuelling operation
- P12 **stowed equipment** in the specified way
- P13 recorded **data** accurately and at appropriate times and frequencies, and forward this to the HLO
- P14 confirmed to the HLO, that the re-fuelling system and equipment are serviceable
- P15 worked safely in accordance with operational requirements and associated **Safe Systems of Work**

### Knowledge and understanding

*You need to know and understand:*

#### Prepare For Refuelling

- K1 factors affecting the decision not to off-load passengers prior to refuelling (type of refuelling system, prevailing weather conditions)
- K2 fuel quality checks and how to assist in carrying them out
- K3 appropriate safety content of operational policies, procedures, instructions, codes of practice, standards

#### Refuel The Helicopter

*You need to know and understand:*

- K4 stages in the sequence of engine shutdown
- K5 procedures for bonding and using re-fuelling equipment
- K6 methods for monitoring the operation and taking corrective actions
- K7 aircraft re-fuelling requirements
- K8 fuel quality checks, and how to assist in carrying them out
- K9 safe working practices
- K10 appropriate safety content of operational policies, procedures, instructions, codes of practice, standards
- K11 where and how to stow equipment after use
- K12 fuel system shutdown sequence
- K13 equipment inspection requirements (fuel system)
- K14 data to be recorded and follow up required
- K15 methods of recording data
- K16 servicing requirements of re-fuelling system and equipment
- K17 fuel sample collection/analysis

### Additional Information

#### Scope/range related to performance criteria

The terms used in the scope relate directly to those shown in **bold** in the Performance Statements.

- 1 **Refuelling Systems** must include filter, location, pumps, refuelling location
- 2 **Refuelling Requirements** must include quantity, gravity, pressure
- 3 **Operational Requirements** must include weather, rotor hazards
- 4 **Procedures** may include helicopter bonding and re-fuelling, re-fuelling systems and equipment, aircraft requirements, shutdown sequence, equipment storage, refuelling hose, hose end bonding lead, main bonding lead, data collection and processing, safe working practices, fuel sampling and quality, testing
- 5 **Manned equipment** must include rescue and fire-fighting, chocks, baggage handling equipment
- 6 **Safe Systems of Work** must include processes or systems that incorporate Hazard Identification, Risk Assessment, Permit to Work and any other associated systems
- 7 **Monitoring** must include differential pressures, delivery pressure, quantity
- 8 **Corrective action** may include spillage, fire, quantity
- 9 **Aircraft Requirements** must include gravity, pressure, quantity
- 10 **Stowed equipment** must include re-fuelling package i.e. nozzle, hose, bonding leads, fuel caps, fuel samples, sampling equipment
- 11 **Data** must include quantity, delivery meter, totaliser meter, differential pressure gauges, fuel pressure gauge, dipstick reading

## COGODO6 - SQA Unit Code F223 04

### Contribute to helicopter refuelling operations

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**Developed by** Cogent

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**Version number** 1

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**Date approved** May 2007

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**Indicative review date** May 2009

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**Validity** Current

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**Status** Original

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**Originating organisation** Cogent

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**Original URN** ODO6

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**Relevant occupations** Retail and commercial enterprise; Warehouse and distribution; Process, Plant and Machine Operatives; Plant and Machine Operatives

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**Suite** Offshore Deck Operations

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**Key words** HLO, REFUELLING SYSTEM, QUALITY CHECK, AIRCRAFT REQUIRMENTS, FUEL SAMPLING, DATA, SHUT DOWN