

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

- Department:** Civil Aviation
- Post:** Aviation Security/Facilitation Officer/Senior Aviation Security/Facilitation Officer
- Salary:** Rs 15,750 x 325 – 17,700 x 375 – 19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 32,500 x 925 – 35,275 QB 36,200 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 45,375 (03 033 074)
- Effective Date:** 29 May 2019
- Qualifications:** By appointment of Trainee Aviation Security/Facilitation Officers who have successfully completed their training.

NOTE 1

- (i) Aviation Security/Facilitation Officer/Senior Aviation Security/Facilitation Officers who possess the Diploma in Logistics and Transport from a recognised institution; and
- (ii) Aviation Security/Facilitation Officer/Senior Aviation Security/Facilitation Officers who have obtained their diploma in Management or IT or Legal Studies from a recognised institution prior to 01 January 2019

would be allowed to proceed beyond the Qualification Bar (QB) in the salary scale of the post

OR

Equivalent qualifications to (i) and (ii) above acceptable to the Public Service Commission.

NOTE 2

Aviation Security/Facilitation Officer/Senior Aviation Security/Facilitation Officers will be required to undergo on-the-job training, both theoretical and practical, as approved and arranged by the Department.

- Duties:**
1. To receive, collate, analyse and disseminate information on any threat or incident and information on the numbers and types of prohibited articles discovered or confiscated and provide a technical reference and information centre for the use of the civil aviation authority, airport administrations, operators and the security services.

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CERTIFIED CORRECT

S. Chundung
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S. Chundung (Mrs)
for Secretary for Public Service

29 May 2019

Date.....

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2. To process and make recommendations to Government, specialist committees and working groups regarding the implementation of programmes under the provisions of Annex 17 (Security) and Annex 9 (Facilitation) to the Convention on International Civil Aviation.
3. To provide a secretariat to the authority for security and facilitation for meetings of appropriate groups and organisations in conformity with Annex 17 (Security) and Annex 9 (Facilitation) to the Convention on International Civil Aviation.
4. To coordinate security and facilitation measures and procedures with appropriate organisations and agencies.
5. To process security occurrence reporting.
6. To conduct surveys, inspections, act as team member during audits, tests and investigations of security standards and operating procedures of airports, airlines and providers of security services and to report any lapses and weaknesses in security measures as well as to recommend corrective measures.
7. To enhance aviation security by the development and dissemination of progressive administrative and technical practices, promoting their use by the security services, airport administrations and aircraft operators.
8. To advise airport administrations and operators on the most effective use of human resources, methods, procedures, security devices and systems, based on collected and correlated data.
9. To use ICT in the performance of his duties.
10. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Aviation Security/Facilitation Officer/Senior Aviation Security/Facilitation Officer in the roles ascribed to him.

Note

Aviation Security/Facilitation Officer/Senior Aviation Security/Facilitation Officers will be required to work outside normal working hours including Saturdays, Sundays, Public Holidays and officially declared cyclone days and during emergencies.



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S. Chundusing

S. Chundusing (Mrs)
for Secretary for Public Service

29 May 2019

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