

नेपाल नागरिक उड्डयन प्राधिकरण  
प्राविधिक सेवा, एयरपोर्ट अपरेशन सर्भिसेस समूह, नवौं तह, प्रबन्धक पदको खुला/आन्तरिक प्रतियोगितात्मक लिखित  
परीक्षाको पाठ्यक्रम  
द्वितीय पत्र: सेवा सम्बन्धी  
खण्ड (क) - ५० अङ्क

**1. Terminal Operation**

- 1.1 ICAO Annex-9 (Facilitation)
- 1.2 Various facilities in Terminal Building
- 1.3 Airport Facilitation Committee
- 1.4 Handling VIP/ VVIP at the airport
- 1.5 Terminal Building Inspection and Maintenance
- 1.6 Recording and Reporting of situation at the airport
- 1.7 Public dealing at the airport
- 1.8 Coordination skills
- 1.9 The handling of unidentified and unclaimed baggage/luggage
- 1.10 Knowledge of General Declaration (GD) Form, Passenger Manifest and Cargo Manifest
- 1.11 Airport restricted area entry pass/permit
- 1.12 Various airport organizations
- 1.13 Role of Custom, Immigration, Airport Securities and Airline
- 1.14 Handling of HAZMET (Hazardous material)
- 1.15 Terminal Cleanliness and General Hygiene
- 1.16 Cargo handling and security
- 1.17 Catering operation

**2. Airport Emergency Planning (AEP)**

- 2.1 Purpose and Importance
- 2.2 Type of emergency
- 2.3 Roles and responsibilities of responding agencies
- 2.4 Airport emergency exercise
- 2.5 Command structure
- 2.6 Location of Rendezvous Point (RVP)
- 2.7 Airport Grid Map

खण्ड (ख) - ५० अङ्क

**3. Airside Operation**

- 3.1 Movement of people and vehicle in airside
- 3.2 Ramp safety and Airside driving rules
- 3.3 Aircraft flight operation, Parking bay management
- 3.4 Isolated aircraft parking area
- 3.5 Aerodrome data (Annex 14 - Aerodromes, Volume - I)
- 3.6 Declared distances (TORA, TODA, ASDA, LDA) and its calculation (Annex 14 - Aerodromes, Volume - I)
- 3.7 Aerodrome Ground Lights, Signage and Marking (Annex 14 - Aerodromes, Volume - I)
- 3.8 FOD removal and Fuel spillage cleaning
- 3.9 Wildlife and Bird Strike hazard reduction (ICAO Doc 9137, Part 3)
- 3.10 Management of hazardous wildlife

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3.11 Wildlife hazard management program

**4. Aviation Security**

- 4.1 Principle of access control
- 4.2 Stage of Screening
- 4.3 Concept of sterile area
- 4.4 Vulnerable areas
- 4.5 Security surveillance
- 4.6 Security signage
- 4.7 Security Patrolling
- 4.8 Airport Security Committee

**5. Aerodrome Safety**

- 5.1 Safety Management System (SMS) and its Framework
- 5.2 State Safety Program (SSP) and it's Framework
- 5.3 Safety data collection, analysis, protection and exchange
- 5.4 Hazard identification and risk mitigation
- 5.5 Universal Safety Oversight Audit Program (USOAP)
- 5.6 Runway Safety Team, Safety Action Group, Runway Safety Program and Safety Review Board

**6. Aviation Fire Fighting**

- 6.1 Classification of fire
- 6.2 Chemistry of Fire
- 6.3 Fire behavior
- 6.4 Causes of fire
- 6.5 Fire Prevention
- 6.6 Fire Extinguishing Methods

**7. Removal of Disabled Aircraft - RODA (ICAO Doc 9137, Part 5)**

- 7.1 Introduction of RODA
- 7.2 Site Survey
- 7.3 Preparation
- 7.4 Disabled aircraft removal plan
- 7.5 The aircraft removal team
- 7.6 Aircraft removal materials and equipment

द्वितीय पत्रबाट निम्नानुसार प्रश्न सोधिनेछ :

द्वितीय पत्र (विषयगत)				
विषय	खण्ड	अङ्कभार	तर्कयुक्त विश्लेषणात्मक प्रश्न	समस्या समाधानमूलक प्रश्न
सेवा सम्बन्धी	(क)	५०	३ प्रश्न X १० अङ्क = ३०	१ प्रश्न X २० अङ्क = २०
	(ख)	५०	३ प्रश्न X १० अङ्क = ३०	१ प्रश्न X २० अङ्क = २०
जम्मा		१००	६ प्रश्न X १० अङ्क = ६०	२ प्रश्न X २० अङ्क = ४०