

Approval of Dangerous Goods Training Programs Checklist Shippers, Packers and Freighter forwarders

Part I			
Approval of Dangerous Goods Training Programs Checklist			
Name of Operator <small>Name of operator</small>	Date submitted <small>DD / MM / YY</small>	Application NO. <small>For CAAT</small>	
Title of training program <small>Title of training Program</small>		Instructor Name: <small>Instructor Name</small>	
Prior Approval Number /Date issued (If applicable)	Type of submission <input type="checkbox"/> Initial Submission <input type="checkbox"/> Amendment	Type of program <input type="checkbox"/> Initial <input type="checkbox"/> Recurrent <input type="checkbox"/> Other (Specify) _____	How the training is to be delivered <input type="checkbox"/> Classroom Delivery <input type="checkbox"/> Home Study <input type="checkbox"/> Computer Based Training (CBT) <input type="checkbox"/> Other (specify) _____
Coordinator Name: <small>Coordinator Name</small>	FAX: <small>Fax number</small>	Coordinator telephone No: <small>Phone Number</small>	E-Mail Address: <small>E-mail</small>
<p>Please ensure that</p> <ul style="list-style-type: none"> Every page is identified with a page number, a date and a revision number. There is a list of effective pages All the applicable training references are inscribed on the "Reference in the applicable Training Program "column and column C1.1 question number in Part II of the form. If the topic is not applicable "n/a" should be inscribed. A copy of all audio-visual (transparencies, PowerPoint & movies) is included (if applicable) All student handouts exams, answer sheet, correctors and marking details are included. The passing grade is mentioned. If the program is a Computer Base Training (CBT), submit either the scenario or a copy of the computer program. If the program is a Home Study, submit the form use by the trainee to attest that he/she has completed the training. A grey highlighted box in the table means that a category of personnel does not require that area training Reference in the applicable Training Program should be detail appropriate with training material Provide login and password for CAAT inspector. 			

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NO.	Aspect of transport of dangerous goods by air with which they should be familiar, as a minimum	Category of Personnel					Reference in the applicable Training Program	Comment <i>For CAAT</i>
		Shippers and Packers Freighter forwarders						
		1	2	3	4	5		
1.0 General Philosophy								
1.1	General applicability (ICAO TI 1;1)							
1.2	Dangerous Goods Approvals and Exemptions (ICAO TI 1: 1.1.2, 2.2.2, 4.1.2 IATA 1.2.5.1, 2.5.2.1, 1.5.1.2)							
1.3	Reference to specific dangerous goods accidents (ICAO TI 7;4.2 IATA 1.4.2)							
1.4	References to law and source documents (ICAO TI 7;4.2 IATA 1.4.2)							
1.5	Definition of Dangerous Goods (ICAO TI 1;3.1 IATA 1.0)							
1.6	State and Operator Variations (ICAO TI Attachments 3; 1,2 IATA 2.8)							
1.7	Unit of Measurements (ICAO TI 1;3.2 IATA APP B.1)							
2.0 Limitation of Dangerous Goods on Aircraft								
2.1	Dangerous goods Forbidden for Transport by Air under any circumstances (ICAO TI 1;2.1 IATA 2.1.1)							

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2.5	Exceptions for Dangerous Goods of the Operator (ICAO TI 1;2.2 IATA 1.2.7)							
2.6	Transport of Dangerous Goods by Post (ICAO TI 1;2.3 IATA 2.4)							
2.7	Dangerous Goods in Excepted Quantities (ICAO TI 1;2.4 IATA 2.6)							
2.8	Air waybill in Excepted Quantities (IATA 3; 5.5 DGR 2.6.8, 8.2.5)							
2.9	Dangerous Goods in Limited Quantities (ICAO TI 1;2.5 IATA 2.7)							
3.0 General Requirements for shippers								
3.1	General Requirements for shippers (ICAO TI 5;1.1 IATA 1.3.2)							
3.2	General provision for Class 7 (ICAO TI 5;1.2)							
3.3	Information to employees (ICAO TI 5;1.3 IATA 1.3.2(a))							
3.4	Training (ICAO TI 5;1.4 IATA 1.5)							
3.5	Salvage packaging (ICAO TI 5;1.5 IATA 5.0.1.6)							
3.6	Empty packaging (ICAO TI 5;1.6 IATA 5.0.2.13.5)							

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3.7	Mixed packing (ICAO TI 5;1.7 IATA 5.0.2.11)							
4.0 Classification								
4.1	Classes and divisions (ICAO TI, Part 2, Introductory Chapter, point 2 IATA 3.0.1, 3.1.3)							
4.2	Complete List of Classes, divisions and definitions (ICAO TI 2;1 to 2;9 IATA 3.1-3.9)							
4.3	Packing Groups (ICAO TI Part 2, Introductory Chapter, point 2.4 IATA3.0.3)							
4.4	Classification of Substances and Articles with Multiple Hazards (ICAO TI Part 2, Introductory Chapter, point 4 and table 2-1 IATA 3.10, Table 3.10.A)							
4.5	Transport of samples (ICAO TI Part 2, Introductory Chapter 5 IATA 3.11)							
5.0 List of Dangerous Goods								
5.1	Arrangement of the Dangerous Goods List (ICAO TI 3;2.1 and Table 3-1 IATA 4.0.2, TABLE 4.2)							

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5.2	UN Numbers and Proper shipping name (ICAO TI Part 2, Introductory Chapter, point 3 IATA 3.11.1, 3.11.2, 4.0.1, 4.1)							
5.3	Method of using the Dangerous Goods List for articles or substances specifically listed by name (ICAO TI 3;1.1.2 IATA 4.0.2.1)							
5.4	Mixtures and solution containing one or more dangerous substances (ICAO TI 3;1.3 IATA 4.1.0, 4.1.3.1)							
5.5	Forbidden dangerous goods entries in the Dangerous Goods List (ICAO TI 3;2.1.1 and Note 1 IATA 4.1.2)							
5.6	Special provision entries in the Dangerous Goods List (ICAO TI 3;3 and Table 3-2 IATA 4.4)							
5.7	Using the list of dangerous Goods (ICAO TI 3;2.1 IATA 4.1.6.10, 4.1.6.12)							
5.8	Dangerous Goods in limited quantities (ICAO TI 3;4 IATA 2.7)							
5.9	Dangerous goods packed in excepted quantity (ICAO 3;5 IATA 2.6)							

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6.0 Packing requirements								
6.1	General packing requirements (ICAO TI 4;1 and 4;2 IATA 5.0.1.2, 5.0.2, 5.0.2.4)							
6.2	Types of packaging a) Combination Packaging b) Single Packaging c) Composite Packaging d) Intermediate Bulk Container (IBC)							
6.3	Marking of packaging other than inner packaging (ICAO TI 5;2 and 6;2 IATA 6.0.4, 7.1)							
6.4	Different substances packed together (ICAO TI 4;1.1.7 and 4;1.1.8 IATA 5.0.2.11)							
6.5	Overpacks (ICAO TI 1;3.1 and 5;1.1 IATA 5.0.1.5)							
6.6	Packing Instructions (ICAO TI 4;3 to 4;11 IATA 5.0.6 , 5.1)							
6.7	Use of the packing instructions in conjunction with the Dangerous							

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	Goods List (ICAO TI 4;2 IATA 5.0.6 , 5.1.0, 5.1.1)							
7.0 Labelling and marking								
7.1	Marking specifications and requirement (ICAO TI 5;2.4 IATA 7.1)							
7.2	Labelling (Requirement, Application, Specifications) (ICAO TI 5;3.1, 3.2, 3.5 IATA 7.2)							
7.3	Handling Labels (ICAO TI 5;3.5.2 IATA 7.2.4)							
7.4	Marking of Overpacks (ICAO TI 5;2.4.10)							
8.0 Dangerous goods transport document and other relevant documentation								
8.1	Dangerous goods transport document (ICAO TI 5;4.1) IATA 8.0.2.1)							
8.2	Certification (ICAO TI 5;4.1.6 IATA 8.1.6.12)							

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8.3	Air Waybill information (ICAO TI 5;4.2 IATA 8.1.6.3)							
8.4	Additional documentation for other than radioactive material (ICAO TI 5;4.3 IATA 8.3)							
8.5	Retention of Transportation Document (ICAO TI 5; 4.4 IATA 8.0.2.2)							
9.0 Acceptance Procedure – NIL								
10.0 Recognition of undeclared dangerous goods								
10.1	Provision to aid recognition of undeclared dangerous goods (Hidden Dangerous Goods) (ICAO TI 7;6 IATA 2.2)							
10.2	Awareness of consumer warning label, GHS (ICAO 7;4.2 , IATA B.4.A)							
11.0 Storage and loading procedures								
11.1	Loading restrictions on the flight deck and on passenger aircraft (ICAO TI 7;2.1 IATA 9.3.1)							
11.2	Loading of incompatible dangerous goods and segregation (ICAO TI 7;2.2)							

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	and Table 7-1 IATA 9.3.2, TABLE 9.3.A)							
11.3	Loading of packages containing liquid dangerous goods (ICAO TI 7;2.3 IATA 9.3.3)							
11.4	Loading and securing of dangerous goods (ICAO TI 7;2.4 IATA 9.3.5)							
11.5	Accessibility of cargo aircraft only package (ICAO TI 7; 2.4.1 IATA 9.3.4)							
11.6	Damaged Packages of dangerous goods (ICAO TI 7;2.5 IATA 9.3.6)							
11.7	Visibility of marking and labels (ICAO TI 7;2.6 IATA 9.2.2)							
11.8	Replacement of labels (ICAO TI 7;2.7 IATA IATA 9.3.7)							
11.9	Identification of unit load devices containing dangerous goods (ICAO TI 7;2.8 IATA 9.3.8)							
11.10	Handling and Loading of Radioactive Material (ICAO TI 7;2.9 IATA 10.9.3)							
11.11	Loading of magnetized materials (ICAO TI 7;2.10 IATA 9.3.9)							
11.12	Loading of dry ice (ICAO TI 7;2.11 IATA 9.3.10)							

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11.13	Loading of UN2211, polymeric beads, expandable or UN3314, plastics moulding compound (ICAO TI 7;2.12 IATA 9.3.12)							
11.14	Handling of self-reactive substances and organic peroxides (ICAO TI 7;2.13 IATA 9.3.15)							
11.15	Handling and loading of intermediate bulk containers (IBCs) (ICAO TI 7;2.14 IATA 9.3.16)							
11.16	Inspection for damage or leakage (ICAO TI 7;3.1 IATA 9.3.6, 9.4.1)							
11.17	Damaged or leaking packages of radioactive material contaminated packaging (ICAO TI 7;3.2 IATA 10.9.4)							
12.0	Pilot's notification							
13.0	Provisions for passengers and crew							
13.1	Dangerous goods carried by passengers or crew (ICAO TI 8;1.1 IATA 2.3, Table 2.3A)							

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14.0 Emergency procedures								
14.1	Definition of dangerous goods accident and incident (ICAO TI 1;3.1 IATA APP A)							
14.2	Reporting of dangerous goods accidents and incidents (ICAO TI 7;4.4 IATA 9.6.1)							
14.3	Reporting of undeclared or misdeclared dangerous goods (ICAO TI 7;4.5) IATA 9.6.2)							
14.4	Emergency response information (ICAO TI 7;4.9 IATA 9.5.1.2)							

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15 Radioactive Material (If applicable)								
15.1	General provision for class 7)ICAO TI 5; 1.2)							
15.2	Radioactive except packages							
15.3	Special Marking requirements for radioactive material (TI ICAO 2.4.5)							
15.4	Requirements for the construction, testing and approval of packages for radioactive material and for the approval of such material (ICAO TI 6; 7)							

Note: The dangerous goods activities of the operator and individual employee(s) will dictate the amount of information needed in the training curriculum and the duration of the training program

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Part II Competent official use only							
<u>Ref</u>	<u>Areas of Training</u>	<u>Comments</u>			<u>Acceptable</u>		
					Yes	No	N/A
C1	Test to verify understanding						
C1.1	Do the questions verify understanding of the following aspects?:						
	Aspect	Question number(s)	Comments				
	General Philosophy						
	Limitations						
	General requirement for shipper						
	Classification						
	List of Dangerous Goods						
	General packing requirements						
	Labelling and marking						
	Dangerous Goods transport document and other relevant						
	Recognition of undeclared dangerous goods						
	Storage and loading procedures						
	Provisions for passengers and crew						
	Emergency Procedures						
C1.2	Duration appropriate to level of questions						
C1.3	Test conditions						

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Declaration and Signature;

The information given in this application form is correct to the best of my knowledge and belief.

Applicant's Name: _____

Date: _____

Signature: _____

Part II Competent official use only		
C FINDINGS		
<u>Ref</u>	<u>Finding</u>	<u>Timescale for remedial action</u>

Approve Training Programs:

- YES
 NO (for the reasons shown in C)

Note: _____

Appear to comply with the requirements of the Technical Instructions.

INSPECTOR CONDUCTED		
name	signature	date