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Instructions for Use:

1. Check **OK** column if you reviewed the record, procedure or event and have no comment.
2. Check **FINDING** column if you reviewed the record, procedure or event and have a comment.
3. Check **NOT CHECKED** column if you did not review the record, procedure or event *or you do have adequate information to make a valid comment*
4. Enter the letter **"N/A"** in the column, if the line item is not required in this particular situation.
5. Enter any notes on reverse side regarding a FINDING answer for transfer to the Safety Issues Resolution Report.
6. For later reference, precede any notes with the appropriate question number.

APPLICATION FOR APPROVAL OF DANGEROUS GOODS TRAINING PROGRAMS

Instruction:

1. The form once completed should be returned to the NAM-DCA
2. Failure to complete this form in full may result in a delay in processing the application.
3. The issuing of this form does not in itself constitute an approval of the training program.

Name of Operator	Date submitted
Title of training program	
Type of submission <input type="checkbox"/> Initial Submission <input type="checkbox"/> Amendment	Prior Approval Number (if applicable)
Type of program <input type="checkbox"/> Initial <input type="checkbox"/> Recurrent <input type="checkbox"/> Initial and 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)
Category of personnel who will use the training program <input type="checkbox"/> 01 - Shippers and persons undertaking the responsibilities of shippers <input type="checkbox"/> 02 – Packers <input type="checkbox"/> 03 - Staff of freight forwarders involved in processing dangerous goods <input type="checkbox"/> 04 - Staff of freight forwarders involved in processing cargo, mail or stores (other than dangerous goods) <input type="checkbox"/> 05 - Staff of freight forwarders involved in the handling, storage and loading of cargo, mail or stores <input type="checkbox"/> 06 - Operator's and ground handling agent's staff accepting dangerous goods <input type="checkbox"/> 07 - Operator's and ground handling agent's staff accepting cargo, mail or stores (other than dangerous goods) <input type="checkbox"/> 08 - Operator's and ground handling agent's staff responsible for the handling, storage and loading of cargo, mail or stores and baggage <input type="checkbox"/> 09 - Passenger-handling staff <input type="checkbox"/> 10 - Flight crew members and load planners <input type="checkbox"/> 11 - Crew members (other than flight crew members) <input type="checkbox"/> 12 - Security staff who deal with the screening of passengers and their baggage and cargo, mail or stores	

Please ensure that;

- 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 "Training Program Reference" column of the form. If the topic is not applicable "N/A" should be inscribed.
- All student handouts exams, answer sheet, correctors and marking details are included.
- The passing grade is mentioned.
- A copy of all audio-visual (transparencies, PowerPoint & movies) is included.
- 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 have completed the training.
- Provide login and password for CAA inspector (if applicable).

Application for Approval of Dangerous Goods Training Programs

Aspects of transport of dangerous goods by air with which they should be familiar, as a minimum	1	2	3	4	5	6	7	8	9	10	11	12	Training program reference (page or section)	FDG
General Philosophy														
General applicability (ICAO TI	X	X	X	X	X	X	X	X	X	X	X	X		
Definition of Dangerous Goods (ICAO TI 1 ;3.1)	X	X	X	X	X	X	X	X	X	X	X	X		
State and Operator Variations (ICAO TI Attachments 3)	X	X	X	X	X	X	X	X	X	X	X	X		
Unit of Measurements (ICAO TI 1 ;3.2)	X	X	X	X	X	X	X	X	X	X	X	X		
Limitation of Dangerous Goods on Aircraft														
Dangerous goods Forbidden for Transport by Air under any circumstances (ICAO TI 1;2.1)	X		X	X	X	X	X	X	X	X	X	X		
Exceptions for Dangerous Goods of the Operator (ICAO TI 1;2.2)	X		X	X	X	X	X	X	X	X	X	X		
Dangerous Goods in airmail (ICAO TI 1 ;2.3)	X		X	X	X	X	X	X	X	X	X	X		
Dangerous Goods in Excepted Quantities (ICAO TI 1 ;2.4)	X		X	X	X	X	X	X	X	X	X	X		
Dangerous Goods in Limited Quantities (ICAO TI 1 ;2.5)	X		X	X	X	X	X	X	X	X	X	X		
General Requirements for shippers														
General (ICAO TI 5;1.1)	X		X			X								
General provision for Class 7 (ICAO TI 5;1.2)	X		X			X								
Information to employees (ICAO TI 5;1.3)	X		X			X								
Training (ICAO TI 5;1.4)	X		X			X								
Salvage packaging (ICAO TI 5;1.5)	X		X			X								
Empty packaging (ICAO TI 5;1.6)	X		X			X								
Mixed packing ((ICAO TI 5;1.7)	X		X			X								
Classification														
Classes and divisions (ICAO TI Introductory Chapter, point 2)	X	X	X			X						X		
Complete List of Classes, divisions and definitions (ICAO TI 2;1 to 2;9)	X	X	X			X						X		

Packing Groups (ICAO TI Introductory Chapter, point 2)	X	X	X			X						X		
UN Numbers and Proper shipping name (ICAO TI Introductory Chapter, point 3)	X	X	X			X						X		
Classification of Substances and Articles with Multiple Hazards (ICAO TI Introductory Chapter, point 4 and table 2-1)	X	X	X			X						X		
Transport of samples (ICAO TI Introductory Chapter 5)	X	X	X			X						X		
List of Dangerous Goods														
Arrangement of the Dangerous Goods List (ICAO TI 3;2.1 and Table 3-1)	X	X	X			X						X		
Method of using the Dangerous Goods List for articles or substances specifically listed by name (ICAO TI 3;1.1.2)	X	X	X			X						X		

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

Aspects of transport of dangerous goods by air with which they should be familiar, as a minimum	1	2	3	4	5	6	7	8	9	10	11	12	Training program reference (page or section)	FDG
Classification (continue)														
Mixtures and solution containing one or more dangerous substances (ICAO TI 3;1.3)	X	X	X			X						X		
Forbidden dangerous goods entries in the Dangerous Goods List (ICAO TI 3;2.1.1 and Note 1)	X	X	X			X						X		
Special provision entries in the Dangerous Goods List (ICAO TI 3;3 and Table 3-2)	X	X	X			X						X		
Quantity Limitations for types of aircraft (ICAO TI 3;2.1)	X	X	X			X						X		
Dangerous goods in limited quantities (ICAO TI 3;4)	X	X	X			X						X		
Packing requirements														
General packing requirements ((ICAO TI 4;1 and 4;2)	X	X	X			X								
Types of packaging (ICAO TI 1;3.1, 2 ;7.2, 2;7.7 and 2;7.9)	X	X	X			X								
Marking of packaging other than inner packaging (ICAO TI 5;2 and 6;2)	X	X	X			X								
Different substances packed together (ICAO TI 4;1.1.7 and 4;1.1.8)	X	X	X			X								
Over packs (ICAO TI 1;3.1 and 5;1.1)	X	X	X			X								
Packing Instructions (ICAO TI 4;3 to 4;11)	X	X	X			X								
Use of the packing instructions in conjunction with the Dangerous Goods List (ICAO TI 4;2)	X	X	X			X								
Labeling and marking														
Package markings (ICAO TI 5;2)	X	X	X	X	X	X	X	X	X	X	X	X		
Labeling (ICAO TI 5;3)	X	X	X	X	X	X	X	X	X	X	X	X		
Over packs (ICAO TI 5;1.1 and 5;2.4.9)	X	X	X	X	X	X	X	X	X	X	X	X		

Handling Labels (ICAO TI 5;3.5.2)	X	X	X	X	X	X	X	X	X	X	X	X		
Dangerous goods transport document and other relevant documentation														
Dangerous goods transport document (ICAO TI 5;4.1)	X		X	X		X	X							
Certification (ICAO TI 5 ;4.1.6)	X		X	X		X	X							
Infectious substances (ICAO TI 5;4.1.5.6)	X		X	X		X	X							
Air Waybill information (ICAO TI 5;4.2)	X		X	X		X	X							
Additional documentation for other than radioactive material (ICAO TI 5;4.3)	X		X	X		X	X							

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Aspects of transport of dangerous goods by air with which they should be familiar, as a minimum	1	2	3	4	5	6	7	8	9	10	11	12	Training program reference (page or section)	FDG
Acceptances procedures														
General inspection requirements before acceptance (ICAO TI 7;1.1.1)						X								
Inspection for documentation, retention of document, marking, labeling, no leakage and integrity is not compromised (ICAO TI 7;1.1.2)						X								
Special Responsibilities - Infectious Substances (ICAO TI 7;1.2)						X								
Acceptance Checklist (ICAO TI 7;1.3)						X								
Cargo Acceptance Procedures (ICAO TI 7;1.4)						X								
Undeliverable consignments of radioactive material (ICAO TI 7;1.5)						X								
Recognition of undeclared dangerous goods														
Provision to aid recognition of undeclared dangerous goods (ICAO TI 7;6)	X	X	X	X	X	X	X	X	X	X	X	X		
Storage and loading procedures														
Loading restrictions on the flight deck and on passenger aircraft (ICAO TI 7;2.1)					X	X		X		X				
Loading of incompatible dangerous goods and segregation (ICAO TI 7;2.2 and Table 7-1)					X	X		X		X				
Loading of packages containing liquid dangerous goods (ICAO TI 7;2.3)					X	X		X		X				
Loading and securing of dangerous goods (ICAO TI 7;2.4)					X	X		X		X				
Damaged Packages of dangerous goods (ICAO TI 7;2.5)					X	X		X		X				

Replacement of labels (ICAO TI 7;2.6)					X	X		X		X						
Identification of unit load devices containing dangerous goods (ICAO TI 7;2.7)					X	X		X		X						
Stowage of toxic and infectious substances (ICAO TI 7;2.8)					X	X		X		X						
Handling and Loading of Radioactive Material (ICAO TI 7;2.9)					X	X		X		X						
Loading of magnetized materials (ICAO TI 7;2.10)					X	X		X		X						
Loading of dry ice (ICAO TI 7;2.11)					X	X		X		X						
Loading of expandable polystyrene beads (ICAO TI 7;2.12)					X	X		X		X						
Handling of self-reactive substances and organic peroxides (ICAO TI 7;2.13)					X	X		X		X						
Inspection for damage or leakage (ICAO TI 7;3.1)					X	X		X		X						
Damaged or leaking packages of radioactive material contaminated packaging (ICAO TI 7;3.2)					X	X		X		X						

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Aspects of transport of dangerous goods by air with which they should be familiar, as a minimum	1	2	3	4	5	6	7	8	9	10	11	12	Training program reference (page or section)	FDG
Pilot's notification														
Information to Pilot-in-Command (ICAO TI 7;4.1)						X		X		X				
Information by Pilot-in-command in case of In-Flight Emergency (ICAO TI 7;4.3)						X		X		X				
Information by Operator in case of an Aircraft Accident or Incident (When dangerous goods are on board) (ICAO TI 7;4.6)						X		X		X				
Provisions for passengers and crew														
Information to passengers (ICAO TI 7;5.1)	X	X	X	X	X	X	X	X	X	X	X	X		
Passenger check-in procedures (ICAO TI 7;5.2)	X	X	X	X	X	X	X	X	X	X	X	X		
List of general descriptions to aid recognition of undeclared dangerous goods (ICAO TI 7;6)	X	X	X	X	X	X	X	X	X	X	X	X		
Dangerous goods carried by passengers or crew (ICAO TI 8;1.1)	X	X	X	X	X	X	X	X	X	X	X	X		
Emergency procedures														
Definition of dangerous goods accident and incident (ICAO TI 1;3.1)	X	X	X	X	X	X	X	X	X	X	X	X		
Reporting of dangerous goods	X	X	X	X	X	X	X	X	X	X	X	X		

