Dangerous Goods Regulations (DGR) for Preparing, Processing or Accepting DG Consignments - Recurrent (classroom)

Previously covered under category 1, 3 and 6

Personnel Responsible for Preparing, Processing, or Accepting Dangerous Goods Consignments in accordance with CBTA approach for function 7.1, 7.3 references to the document of IATA Dangerous Goods Training Guidance
https://www.iata.org/contentassets/90f8038b0eea42069554b2f4530f49ea/dgcbta-1-en.pdf

Course format

- This classroom course provides 3 days (24 hours) of instruction delivered by an official IATA Instructor.
- Student performance will be based on an assessment.

Target Audience

Airline, Cargo Terminal Operator, Shipper, Freight Forwarder and Ground Handling Company personnel responsible for preparing, processing or accepting general cargo and dangerous goods consignments, who have completed the Initial or Refresher course within a period of 24 months.

Objectives

Upon completion of this course, you will be able to:

- ✓ Fulfil the regulatory compliance requirements
- ✓ Perform tasks involved in preparing, processing or accepting dangerous goods consignments
- ✓ Apply IATA's DGR manual and verify accuracy of dangerous goods transport documents, packages, marking and labeling
- ✓ Recognize and discuss the legal responsibilities of stakeholders involved in the transportation of dangerous goods by air

Key topics

- ✓ Legal responsibilities of important stakeholders
- ✓ Understanding and applying relevant sections of current IATA DGR
- ✓ Importance of accurate identification and classification of dangerous goods
- ✓ Required transport documentations: Dangerous Goods Declaration (DGD), air waybill
- ✓ Safety implications of packaging types, and net quantity limitations
- ✓ End-to-end communication of hazards and handling requirements using correct marks and labels
- ✓ Packing, marking and labelling requirements
- ✓ UN Specifications, limited quantities and other packaging
- ✓ Radioactive material transportation
- ✓ Completing the acceptance checklist correctly to fulfil mandatory verification requirements
- ✓ Impact of State and Operator variations on dangerous goods acceptance
- ✓ Reporting to appropriate authorities as required

Certificate awarded

- ✓ For freight forwarders and shippers, a certificate approved by CAD with the indication of CBTA function 7.1 will be awarded to the participants who have completed the course and successfully passed all the assessments.

- ✓ For freight forwarders, airline, cargo terminal operator and ground handling company personnel, an IATA certificate with the indication of CBTA function 7.3 will be awarded to the participants who have completed the course and successfully passed all the assessments.

Table of contents

Understanding the basics of dangerous goods
- Recognizing dangerous goods
- Understanding general limitations
- Identifying different roles and responsibilities of stakeholders involved
- Understanding the importance of classification and packaging
- Understanding hazard communication
- Familiarizing with basic Emergency Response

Classifying dangerous goods
- Evaluate a substance or an article against the classification criteria
- Determine dangerous goods description
- Review special provisions

Reviewing and accepting documentation
- Prepare and verifying dangerous goods transport documents: the shipper's declaration and the air waybill
- Verifying other supporting documents: exemptions, approvals, etc.
- Verifying State/Operator variations

Complete acceptance procedures
- Performing the mandatory acceptance check using IATA's checklist
- Providing shipment information for load planning
- Retaining documents as per legal requirements

Preparing and reviewing and accepting package(s)
- Verifying and applying marks and labels on package
- Assess packing options including quantity limitations
- Assess use of Overpack
- Verifying package type
- Verifying package conditions
- Verifying State/Operator variations

Collecting safety data
- Reporting procedures for dangerous goods accidents
- Reporting procedures for dangerous goods incidents
- Reporting procedures for undeclared/misdeclared dangerous goods
- Report dangerous goods occurrences

Processing Radioactive materials
- Review Documentation
- Review package(s)
- Acceptance procedures

Review and final assessment
- Course review
- Final assessment – theoretical exam
- Final assessment – practical exam based on simulated scenarios