



## **DANGEROUS GOODS PANEL (DGP)**

### **TWENTY-FOURTH MEETING**

**Montréal, 28 October to 8 November 2013**

**Agenda Item 5: Resolution, where possible, of the non-recurrent work items identified by the Air Navigation Commission or the panel:**

**5.5: Development of performance standards for air operators and designated postal operators**

### **COMPETENCY FRAMEWORKS**

(Presented by T. Muller)

#### **SUMMARY**

The appendix to this information paper contains a draft competency framework for personnel involved in transporting dangerous goods developed at the DGP Working Group on Training in Washington, D.C. (12 to 14 August 2013) and in Montréal from (4 to 6 September 2013).



**APPENDIX**

**COMPETENCY FRAMEWORK FOR PERSONNEL INVOLVED IN TRANSPORTING  
DANGEROUS GOODS**

CU 1 – Classifying DG

CE 1.1 Evaluate substances or articles against classification criteria, as applicable

PC 1.1.1 Determine if it is DG

PC 1.1.2 Determine if it is forbidden under any circumstances

CE 1.2 Determine DG Description

PC 1.2.1 Determine class or division

PC 1.2.2 Determine packing group, if applicable

PC 1.2.3 Determine proper shipping name & UN #

PC 1.2.4. Determine if it is forbidden

CE 1.3 Review Special Provisions

1.3.1 Assess if Special Provision(s) is applicable

1.3.2 Apply Special Provision(s)

## CU 2 Preparing DG Shipment

### CE 2.1 Assess Packing options including Quantity Limitations

- PC 2.1.1 Consider Limitations (EQ, LQ, PAX, CAO, Special Provisions)
- PC 2.1.2 Consider Variations
- PC 2.1.3 Determine if All-Packed-In-One can be used
- PC 2.1.4 Select how DG will be shipped based on Limitations & Variations

### CE 2.2 Apply packing requirements

- PC 2.2.1 Consider constraints of packing instructions
- PC 2.2.2 Select packaging materials (absorbent, cushioning, etc.)
- PC 2.2.3 Assemble package

### CE 2.3 Apply applicable marks & labels

- PC 2.3.1 Determine applicable marks
- PC 2.3.2 Apply marks
- PC 2.3.3 Determine applicable labels
- PC 2.3.4 Apply labels

### CE 2.4 Determine if overpack can be used

- PC 2.4.1 Apply marks if necessary
- PC 2.4.2 Apply labels if necessary

### CE 2.5 Prepare documentation

- PC 2.5.1 Complete the DG transport document
- PC 2.5.2 Complete other transport documents (e.g. AWB)
- PC 2.5.3 Include other required documentation (e.g. approvals/exemptions, etc.), as applicable
- PC 2.5.4 Retain copies of documents as required

### CU 3 Accepting Cargo

#### CE 3.1 Review documentation of declared DG

PC 3.1.1 Verify air waybill

PC 3.1.2 Verify DG TD

PC 3.1.3 Verify other documents as applicable (exemptions, approvals, etc.)

PC 3.1.4 Verify State/Operator Variations

#### CE 3.2 Review package(s) of declared DG

PC 3.2.1 Verify Marking

PC 3.2.2 Verify Label

PC 3.2.3 Verify Package Type

PC 3.2.4 Verify Package Conditions

PC 3.2.5 Verify State/Operator Variations

#### CE 3.3 Complete acceptance procedures

PC 3.3.1 Complete acceptance checklist, if applicable

PC 3.3.2 Provide shipment information for load planning

PC 3.3.3 Retain documents as required

#### CE 3.4 Process cargo other than DG

PC 3.4.1 Check documentation for indications of undeclared DG

PC 3.4.2 Check packages for indications of undeclared DG

## CU 4 Managing cargo pre-loading

### CE 4.1 Plan loading

PC 4.1.1 Determine stowage requirements (e.g. segregation, separation, aircraft/compartment limitations)

PC 4.1.2 Prepare NOTOC

### CE 4.2 Prepare load for aircraft

PC 4.2.1 Check packages for indications of undeclared DG

PC 4.2.2 Check for damage and/or leakage

PC 4.2.3 Apply stowage requirements (e.g. segregation, separation, orientation)

PC 4.2.4 Apply ULD tags when applicable

PC 4.2.5 Transport cargo to aircraft

**CU 5 Loading/unloading of cargo/baggage****CE 5.1 Load aircraft**

- PC 5.1.1 Check packages for indications of undeclared DG
- PC 5.1.2 Check for damage and/or leakage
- PC 5.1.3 Apply stowage requirements (e.g. segregation, separation, orientation)
- PC 5.1.4 Verify that NOTOC reflects aircraft load
- PC 5.1.5 Verify passenger baggage requirements if applicable
- PC 5.1.6 Inform pilot-in-command and flight operations officer/flight dispatcher

**CE 5.2 Manage DG during flight**

- PC 5.2.1 Detect presence of DG not permitted in baggage (cabin crew)
- PC 5.2.2 Apply procedures in the event of an emergency
- PC 5.2.3 Inform flight operations officer/flight dispatcher/air traffic control in the event of an emergency

**CE 5.3 Unload aircraft**

- PC 5.3.1 Apply specific unloading considerations as applicable
- PC 5.3.2 Check packages for indications of undeclared DG
- PC 5.3.3 Check for damage and/or leakage
- PC 5.3.4 Transport cargo/baggage to facility/terminal

CU 6 Accepting passenger and crew baggage

CE 6.1 Remove forbidden dangerous goods

PC 6.1.1 Identify forbidden dangerous goods

PC 6.1.2 Refuse forbidden dangerous goods

CE 6.2 Accept baggage

PC 6.2.1 Identify dangerous goods requiring approval

PC 6.2.2 Apply operator requirements for dangerous goods requiring approval, including information to pilot in command

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