

## Dangerous Goods Technical Course Under the ICAO COSCAP Programmes

### Recurrent Training on the ICAO Technical Instructions (RTI) (2017-2018 edition)

#### OUTLINE

**Description:** The Recurrent Training on the ICAO Technical Instructions is designed to fulfill the requirement from sub-paragraph 1;4.2.3 which State: “Recurrent training must take place within 24 months of previous training to ensure knowledge is current.” Using the ICAO Technical Instructions for the Safe Transport of Dangerous Goods by Air, 2017-2018 edition, the training will cover the essential segments and the recent changes. Knowledge of on how to use the ICAO Technical Instructions for the Safe Transport of Dangerous Goods by Air is a requirement for the competency of a State’s Dangerous Goods Inspector, as described in the requirements established in the Annex 18 of the ICAO Convention on International Civil Aviation.

Effective January 2019, new training requirements will replace the current one. These new training requirements will introduce a “competency-based approach to training specific to dangerous goods”. The 2017-2018 Recurrent Training on the ICAO Technical Instructions was developed to be compatible with these new requirements.

**Language:** English or French

**Duration:** 3 days

Recommended schedule						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	RTI Day 1	RTI Day 2	RTI Day 3			

**Method of Instructions:**



- Classroom lectures
- Exercises on the classification, selection of packaging, packaging, marking, labelling and documenting various shipments (Shipper’s responsibilities)
- Exercises in the acceptance and handling of dangerous goods (Operator’s responsibilities)

**Pre-requisites:**

- Participant must bring a computer to class as reference materials will be electronically provided using DVDs and USB keys
- Prior qualification on using the ICAO Technical Instructions for the Safe Transport of Dangerous Goods by Air is recommended. Equivalent experience on the use of the IATA Dangerous Goods Regulations or the Air International Regulations for Shippers of Dangerous Goods is acceptable
- The candidates should bring with them a copy (paper or electronic) of the following documents:
  - Annex 18 to the Convention on International Civil Aviation - The Safe Transport of Dangerous Goods by Air, 4th edition, July 2011, including amendments 1 to 12;
  - Doc 9284 AN/905 ICAO Technical Instruction for the Safe Transport of Dangerous Goods by Air (2017-2018 edition); and
  - Doc 9284 AN/905 SUP Supplement to the ICAO Technical Instruction for the Safe Transport of Dangerous Goods by Air (2017-2018 edition)
  - Doc 9481 AN/928 ICAO Emergency Response Guidance for Aircraft Incidents Involving Dangerous Goods (2017-2018 edition)

#### Content of the training:

- **RTI-INTRO 01 - Introduction**
- **RTI-INTRO 02 - ICAO Annex 18 and the Technical Instructions**
- **RTI-INTRO 03 - Content of the Technical Instructions**
  
- **RTI-CU 1 - Classifying dangerous goods**
  - CE 1.1 - Evaluating substances or articles against classification criteria, as applicable
  - CE 1.2 - Determining dangerous goods description
  - CE 1.3 - Reviewing special provisions
- **RTI-CU 2 - Preparing a dangerous goods shipment**
  - CE 2.1 - Assessing packing options including quantity limitations
  - CE 2.2 - Applying packing requirements
  - CE 2.3 - Applying marks and labels
  - CE 2.4 - Determining if an overpack can be used
  - CE 2.5 - Preparing documentation
- **RTI-CU 3 - Processing/accepting cargo**
  - CE 3.1 - Reviewing documentation
  - CE 3.2 - Reviewing package(s)
  - CE 3.3 - Completing the acceptance procedures
  - CE 3.4 - Processing/accepting cargo other than dangerous goods
- **RTI-CU 4 - Managing cargo pre-loading**
  - CE 4.1 - Planning loading
  - CE 4.2 - Preparing the loading of an aircraft
  - CE 4.3 - Issuing a NOTOC
- **RTI-CU 5 - Accepting passenger and crew baggage**
  - CE 5.1 - Processing baggage
  - CE 5.2 - Accepting baggage
- **RTI-CU 6 - Transporting cargo/baggage**
  - CE 6.1 - Loading an aircraft
  - CE 6.2 - Managing dangerous goods during flight
  - CE 6.3 - Unloading aircraft

#### Training aids provided:



##### Handouts

- Recurrent Training on the ICAO Technical Instructions (RTI) - Training Exercises (2017-2018 edition)
- Dangerous Goods Inspector Field Reference Guide (2017-2018 edition)



##### Reference DVD containing:

- The presentations (Adobe pdf)
- Various references document in electronic format
- Case Studies

#### Acronyms:

- CU – Competency Unit
- CE – Competency Element
- RTI - Recurrent Training on the ICAO Technical Instructions

# Dangerous Goods Technical Course

## Under the ICAO COSCAP Programmes

### Recurrent Dangerous Goods Safety Oversight Training (RDGO) (2017-2018 edition)

#### OUTLINE

**Description:**

The Recurrent Dangerous Goods Safety Oversight Training (RDGO) is designed to provide the participants, through lectures and exercises, an update on the recommended tools and best practices for the establishment or improving a State's Dangerous Goods Safety Oversight program in order to comply with the latest requirements established in Annex 18 of the ICAO Convention on International Civil Aviation.

Effective January 2019, new training requirements for Dangerous Goods State Employees will replace the current ones. These new training requirements will introduce a "competency-based approach to training specific to dangerous goods". The 2017-2018 Recurrent Dangerous Good Safety Oversight Training (RDGO) was developed to be compatible with these new requirements.

**Language:** English or French

**Duration:** 3 days

Recommended schedule						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	RGO Day 1	RDGO Day 2	RDGO Day 3			

**Method of Instructions:**



- Classroom lectures
- Group exercises involving the review of simulated submitted documents and situations

**Pre-requisites:**

- Participant must bring a computer to class as reference materials will be electronically available using DVDs and USB keys.
- While prior qualification on using the ICAO Technical Instructions for the Safe Transport of Dangerous Goods by Air is recommended, no prior experience is required.
- The candidates should bring with them a copy (paper or electronic) of the following documents:
  - Annex 18 to the Convention on International Civil Aviation - The Safe Transport of Dangerous Goods by Air, 4th edition, July 2011, including amendments 1 to 12;
  - Doc 9284 AN/905 ICAO Technical Instruction for the Safe Transport of Dangerous Goods by Air (2017-2018 edition); and
  - Doc 9284 AN/905 SUP Supplement to the ICAO Technical Instruction for the Safe Transport of Dangerous Goods by Air (2017-2018 edition)
  - Doc 9481 AN/928 ICAO Emergency Response Guidance for Aircraft Incidents Involving Dangerous Goods (2017-2018 edition)

#### Content of the training:

- **RDGO-INTRO 01 - Introduction**
- **RDGO-INTRO 02 - ICAO Annex 18 and the Technical Instructions**
- **RDGO-INTRO 03 - The Dangerous Goods System**
- **RDGO-INTRO 04 - Review of the ICAO Universal Safety Oversight Audit Programme (USOAP) protocol questions related to the safe transport of dangerous goods by air**
  
- **RDGO - CU1 How to support the development and implementation of a State dangerous goods programme**
  - RDGO - CU1 - CE 1.1 How to develop regulations
  - RDGO - CU1 - CE 1.2 How to develop policies and procedures
  - RDGO - CU1- CE 1.3 How to develop tools to support the implementation of national regulations
  
- **RDGO - CU2 How to approve an operator's dangerous goods system**
  - RDGO - CU2 - CE 2.1 How to approve dangerous goods component of the operations manual
  - RDGO - CU2 - CE 2.2 How to approve dangerous goods training programme
  
- **RDGO - CU3 How to conduct oversight of dangerous goods operations**
  - RDGO - CU3 - CE 3.1 How to prepare for an inspection
  - RDGO - CU3 - CE 3.2 How to conduct an inspection
  - RDGO - CU3 - CE 3.3 how to finalize an inspection
  
- **RDGO - CU 4 How to evaluate dangerous goods accidents, incidents and other occurrences**
  - RDGO - CU 4 - CE 4.1 How to conduct an investigation
  - RDGO - CU 4 - CE 4.2 How to take corrective/appropriate action

Samples checklists will also be reviewed. The training will include exercises in the review and approval of:

- Dangerous goods segments of operations manuals
- Dangerous goods training programs
- Request for exemptions and approvals

#### Training aids provided:



##### Handouts

- Dangerous Goods Inspector Manual (Generic) (2017-2018 edition)
- Recurrent Dangerous Goods Safety Oversight Training (RDGO) - Training Exercises (2017-2018 edition)



##### Reference DVD containing:

- The presentations (Adobe pdf)
- Various references document in electronic format
- Case Studies

#### Acronyms:

CU – Competency Unit

CE – Competency Element

RDGO - Recurrent Dangerous Goods Safety Oversight Training