International Civil Aviation Organization

DGP/25-WP/28
1/09/15

WORKING PAPER

DANGEROUS GOODS PANEL (DGP)

TWENTY-FIFTH MEETING

Montréal, 19 to 30 October 2015

Agenda Item 2: Development of recommendations for amendments to the *Technical Instructions for the Safe Transport of Dangerous Goods by Air* (Doc 9284) for incorporation in the 2017-2018 Edition

ACCEPTANCE CHECKLIST

(Presented by B. Carrara)

SUMMARY

This paper proposes clarification on using a fillable checklist in the acceptance procedure and inclusion of signature in the acceptance checklist in Part 7;1.3.

Action by the DGP: The DGP is invited to consider the change in Part 7;1.3.1 and to add a new paragraph Part 7;1.3.2 as proposed in the appendix of this working paper.

1. INTRODUCTION

1.1 In Part 7;1.3.1, the Technical Instructions determine the usage of a checklist for acceptance of dangerous goods, a freight container containing radioactive material or a ULD or pallet containing dangerous goods.

1.2 However, Part 7;1.3.1 does not specify if the checklist must be filled in or just used in an acceptance check. This may cause confusion to the operator since there are other procedures in air transportation in which a checklist should or must be used such as landing or take off procedures.

1.3 Part 7;4.11 stipulates the acceptance checklist as one of those documents that must be retained by the operator but once more it doesn't specify if it must be filled in or not. So an operator could for example retain all required documents pertaining to shipments of non-radioactive dangerous goods for a particular month together with a single plasticized checklist.

1.4 In the same way, the Technical Instructions do not require the signature of an employee responsible for the acceptance of dangerous goods on the checklist.

1.5 It is therefore considered necessary that the Technical Instructions explicitly describe the necessity of filling in, signing and retaining a copy of each acceptance checklist.

2. ACTION BY THE DGP

2.1 The DGP is invited to consider the change in Part 7;1.3.1 and to add a new paragraph Part 7;1.3.2 as proposed in the appendix of this working paper.

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APPENDIX

PROPOSED AMENTDMNET TO PART 7 OF THE TECHINICAL INSTRUCTIONS

Part 7

OPERATOR'S RESPONSIBILITIES

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Chapter 1

ACCEPTANCE PROCEDURES

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1.3 THE ACCEPTANCE CHECK

1.3.1 Before a consignment consisting of a package or overpack containing dangerous goods, a freight container containing radioactive material or a unit load device or other type of pallet containing dangerous goods as described in 1.4 is first accepted for carriage by air, the operator must, by use of a fillable checklist, verify the following:

. . .

Note 4.— Although the acceptance check required in 1.3.1 is only required to be conducted when a consignment of dangerous goods is first accepted for carriage by air, the operator of any subsequent aircraft used as part of the same journey should verify that packages, overpacks, freight containers or unit load devices continue to meet the requirements of these Instructions in respect of marking, labelling and inspection for damage.

1.3.2 When the acceptance checklist is in a form which requires physical completion, it must be signed by the person accepting the consignment who should have been properly trained for such work in accordance with Part 1;4.

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