



WORKING PAPER

**DANGEROUS GOODS PANEL (DGP)
WORKING GROUP MEETING (DGP-WG/22)**

Montréal, 21 to 25 November 2022

- Agenda Item 2: Managing air-specific safety risks and identifying anomalies (REC-A-DGS-2025)**
2.2: Develop proposals, if necessary, for amendments to the *Technical Instructions for the Safe Transport of Dangerous Goods by Air* (Doc 9284) for incorporation in the 2025-2026 Edition

DANGEROUS GOODS TRAINING AND ASSESSMENT RECORDS

(Presented by Sam Bitossi)

SUMMARY

The Technical Instructions currently requires that a record of training and assessment for dangerous goods training must include both the name and address of the training organisation provider. The inclusion of the address as a requirement has been identified as too prescriptive for a training record.

Action by the DGP-WG is in paragraph 2.

1. INTRODUCTION

1.1 Australia is currently developing its dangerous goods training framework to further align with the competency-based training and assessment principles. As part of this work, a review of the requirements for dangerous goods training within Part 1;4 of the Technical Instructions was conducted.

1.2 Part 1;4.4.2 d) of the Technical Instructions requires that a record of dangerous goods training and assessment must include both the name *and address* of the organization who provided the training and assessment.

1.3 Part 1; 4.4.2 of the Technical Instructions is as follows:

“4.4.2 The record of training and assessment must include:

- a) the individual's name;
- b) the month of completion of the most recent training and assessment;

- c) a description, copy or reference to training and assessment materials used to meet the training and assessment requirements;
- d) the name and address of the organization providing the training and assessment; and
- e) evidence which shows that the personnel have been assessed as competent.”

1.4 An approved dangerous goods training organization may be one that is part of an air operator’s training and checking system or, they can be an independent training organization approved to deliver dangerous goods training to personnel within the air transport chain.

1.5 In some instances, independent dangerous goods training organizations have several dedicated training facilities that are geographically dispersed around the country. Such organizations may also choose to travel to remote locations to deliver face-to-face training in temporary facilities, depending on their approval.

1.6 In other cases, independent dangerous goods training organizations may not have a permanent training facility, instead choosing to lease suitable training facilities, as demand requires.

1.7 As part of our review, it was identified that the requirement to include the address in the training and assessment record is too prescriptive for no safety gain.

1.8 In our State, the requirement for the address has been identified as almost unachievable and, in some circumstances invaluable, particularly as the industry recovers from the pandemic and more businesses work out of shared spaces.

1.9 Dangerous goods training programmes are required to be approved by the appropriate national authority of the State of the Operator (Technical Instruction Part 1;4.5). Therefore, if required, that appropriate national authority should be able to clearly identify any training organization listed in a training record by using the name and the description, copy or reference to training and assessment materials as required by the Technical Instructions Part 1;4.4.2 c) and d) respectively.

2. ACTION BY THE DGP-WG

2.1 The DGP is invited to amend Part 1;4.4.2 d), as shown in the appendix to this working paper, for incorporation in the 2025-2026 Edition of the Technical Instructions.

APPENDIX

PROPOSED AMENDMENT TO PART 1 OF THE TECHNICAL INSTRUCTIONS

Part 1

GENERAL

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Chapter 4

DANGEROUS GOODS TRAINING

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4.4 TRAINING AND ASSESSMENT RECORDS

4.4.1 The employer must maintain a record of training and assessment for personnel.

4.4.2 The record of training and assessment must include:

- a) the individual's name;
- b) the month of completion of the most recent training and assessment;
- c) a description, copy or reference to training and assessment materials used to meet the training and assessment requirements;
- d) the name ~~and address of the organization~~ and details that can identify the organization providing the training and assessment (e.g. registered address); and
- e) evidence which shows that the personnel have been assessed as competent.

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