



**WORKING PAPER**

**DANGEROUS GOODS PANEL (DGP)  
MEETING OF THE WORKING GROUP OF THE WHOLE**

**Montréal, 15 to 19 April 2013**

**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 2015-2016 Edition**

**2.1 : Part 1 — General**

**INSTRUCTOR QUALIFICATIONS**

(Presented by D. Brennan)

**SUMMARY**

This working paper proposes that the requirements for instructors of dangerous goods course be enhanced.

Action by the DGP-WG is in paragraph 2.

**1. INTRODUCTION**

1.1 The Technical Instructions include Instructor Qualifications in 1;4.3. Notwithstanding the existence of some qualifications, the criteria cited in the reference are vague and open to interpretation. For example, what is considered “adequate” instructional skills? This leaves each State and training entity to determine what is considered adequate in isolation.

1.2 In addition to the difficulty in understanding specifically what is meant by the criteria, the instructor qualifications themselves are also not necessarily considered best business practices by the industry. Should an instructor meet only those criteria exactly as written, they would fall short of industry expectations, possibly jeopardizing the understanding of the students in the process. One example of this issue is with regard to teaching only one course in a 24-month period. This could lead to an instructor being quite out of touch with the requirements of the Instructions, unless they also keep up to date via other means. Keeping up to date with the regulations is an important aspect of the instructor’s ability to effectively convey the subject matter to the students.

1.3 Further indication of the issues with the existing requirements is that some States are imposing additional requirements beyond what is found in 1;4.3 which results in the creation of differing standards for dangerous goods courses. It is clear that instructors need to understand the civil aviation

dangerous goods regulations in a State, however instructors often travel from location to location and having to comply with different qualifications in different States is very difficult to achieve.

1.4 An instructor needs to be more knowledgeable of the requirements of the applicable regulations than the students. This allows them to not only impart the minimum criteria, but also to answer questions relating to areas of the regulations that are not part of the minimum criteria. The current wording in the Instructions indicates that the instructor simply needs to have passed the same category as they are instructing, leaving open the possibility that the instructor may have achieved a lower scores on assessments than other students and therefore, potentially acquired less knowledge. One possibility is to add a category of assessment “with distinction” meaning the student (potential instructor) must have excelled in the course and then, to add that the instructor should know more than just the basic, minimum criteria, by taking a course that covers the additional aspects of Table 1-4.

1.5 In order to convey the required “function specific” aspects of the Instructions an instructor must have experience in that field; however at present the Instructions are silent on any type of experience being required or alternate method for achieving that experience or knowledge.

1.6 To address the issues of difficult to interpret language and qualifications falling short of industry best practices it is proposed that there be some additional requirements added into 1;4.3. Should the DGP-WG agree to the proposal, it is suggested that some practical implementation should also be developed, for example, in the form of a competency framework for instructors of dangerous goods courses.

## 2. ACTION BY THE DGP-WG

2.1 The DGP-WG is invited to consider the amendment of the Instructor Qualifications as shown in the appendix to this working paper.

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## APPENDIX

### PROPOSED AMENDMENT TO PART 1 OF THE TECHNICAL INSTRUCTIONS

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## Part 1

## GENERAL

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## Chapter 4

## TRAINING

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### 4.3 INSTRUCTOR QUALIFICATIONS

4.3.1 Unless otherwise provided for by the appropriate national authority, instructors of initial and recurrent dangerous goods training programmes must have adequate instructional skills and have ~~successfully~~ completed with distinction a dangerous goods training programme in the applicable category that additionally covers all aspects of Table 1-4, or Category 6, prior to delivering such a dangerous goods training programme.

4.3.2 Instructors delivering initial and recurrent dangerous goods training programmes must at least every 24 months deliver such courses, or in the absence of this attend recurrent training. Instructors must receive and understand updates to dangerous goods information and be made familiar with those changes by training or other means at least on a biennial basis.

4.3.3 Organizations must ensure that they have a programme in place to ensure that instructors in their employ receive updates to the Instructions and training material on a biennial basis with the issuance of each new edition of these Instructions.

4.3.4 Where applicable, an instructor must also have current knowledge of the dangerous goods regulations applicable to the State in which they are instructing.

4.3.5 It is recommended that instructors have five years working knowledge and experience in dangerous goods and safety operations or experience in cargo operations, including dangerous goods handling and acceptance. An alternative to this working knowledge is a dedicated training programme for instructors, which would supplement the working knowledge requirements. Proof from the employer that the instructor has undergone such a programme or a programme approved by the appropriate national authority is required.

4.3.6 Instructors should also undertake a "hands-on" experience programme (i.e. job shadowing) in a variety of roles requiring dangerous goods training.

4.3.7 Where possible, new instructors of dangerous goods training programmes should construct and co-facilitate dangerous goods courses together with an established instructor.

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