



香港特別行政區政府

民航處

Civil Aviation Department

The Government of the Hong Kong Special Administrative Region

## **Dangerous Goods Advisory Circular DGAC 1/2023**

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### **Approved Dangerous Goods Training Programmes for Air Transport**

Over the years, the Dangerous Goods (DG) Office of Civil Aviation Department (CAD) has observed various scenarios of contravention to the training requirements for transport of DG by air, for example:

- i. DG training organizations had offered DG training programmes which **had not been approved by the CAD** to shippers and staff of freight forwarders, as a result the staff concerned **failed to** meet relevant legal requirements;
- ii. shippers have **signed a DG transport document** (i.e. Shipper's Declaration for Dangerous Goods, or "DGD") and offered DG for transport by air from Hong Kong, **without having completed an approved DG training programme**; and
- iii. staff of freight forwarders processing, handling, loading or storing general cargo **had not completed a DG training programme approved by the CAD**.

### **Legal Requirements**

2. The CAD hereby reminds the air cargo industry of the DG training requirements under the Dangerous Goods (Consignment by Air) (Safety) Regulations (Cap. 384A of the Laws of Hong Kong) and the Air Navigation (Dangerous Goods) Regulations, as Schedule 16 to the Air Navigation (Hong Kong) Order 1995 (Cap. 448C). Any person who is a personnel of an **in-house or sub-contracted office and/or warehouse** engaged in job functions relevant to the air transport of DG, general cargo or passenger baggage, shall have completed a DG training programme which **commensurate with their job functions and responsibilities**, and has been **approved by the CAD** prior to performing those job functions. The personnel shall also complete recurrent training every 24 months.

### **Competency-based approach to dangerous goods training and assessment (CBTA)**

3. In the 2021-2022 edition of Technical Instructions for the Safe Transport of Dangerous Goods by Air (TIs), the International Civil Aviation Organization (ICAO) has updated the requirements of DG training and assessment for employees of shippers, freight forwarders, aircraft operators and handling agents from the categorization approach to the competency-based approach, with a view to producing a competent workforce by providing focused training. These changes have been given legal effect in the above-mentioned legislations and have become mandatory from 1 January 2023 (See Dangerous Goods Advisory Circular 1/2022 for more details on CBTA).

4. With reference to ICAO's guidance document, the CAD has adapted the following list of well-defined roles in the aviation industry which are covered by the legal requirements mentioned in paragraph 2 above.

#### **Shippers and staff members of freight forwarders:**

- Personnel responsible for preparation of DG consignments;
- Personnel responsible for processing or accepting goods presented as general cargo;
- Personnel responsible for processing or accepting DG consignments;
- Personnel responsible for handling cargo in a warehouse and loading and unloading unit load devices;

#### **Staff members of aircraft operators and handling agents:**

- Personnel responsible for processing or accepting goods presented as general cargo;
- Personnel responsible for processing or accepting DG consignments;
- Personnel responsible for handling cargo in a warehouse, loading and unloading unit load devices, and loading and unloading aircraft cargo compartments;
- Personnel responsible for accepting passenger and crew baggage, managing aircraft boarding areas and other tasks involving direct passenger contact at an airport;
- Personnel responsible for the planning of aircraft loading;
- Flight crew;
- Flight operations officers and flight dispatchers;
- Cabin crew; and
- Personnel responsible for the screening of passengers and crew and their baggage, cargo and mail.

### **List of Approved DG Training Programmes**

5. The air cargo industry can obtain the list and information of organizations providing approved DG Training Programmes from the websites of the CAD at:

Shippers and freight forwarders –

[https://www.cad.gov.hk/application/DG\\_Training.pdf](https://www.cad.gov.hk/application/DG_Training.pdf)

Aircraft operators and handling agents –

[https://www.cad.gov.hk/application/DG\\_Training\\_448C.pdf](https://www.cad.gov.hk/application/DG_Training_448C.pdf)

### **Contravention of Regulations Relevant to DG Training**

6. Shippers, freight forwarders, aircraft operators and their handling agents who fail to comply with the above DG training requirements are liable for prosecution. On conviction, they may be subject to a fine and/or imprisonment.

7. Should there be any query regarding this circular, please contact the DG Office at 2910 6856 or 2910 6857.

8. Dangerous Goods Advisory Circulars 1/2018 and 1/2021 are hereby superseded.

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An electronic version of this circular can be downloaded at  
*<http://www.cad.gov.hk/english/DGAC.html>*