



Civil Aviation Department
The Government of the Hong Kong Special Administrative Region

DANGEROUS GOODS OCCURRENCE REPORT

Mark type of occurrence: Accident Incident Misdeclared/Undeclared DG
 Cargo Passenger Airmail/Courier
 Ground In-flight

1. Aircraft operator :		2. Date of occurrence :		3. Local time (UTC if in-flight) :	
4. Flight date :		5. Flight number :		6. Aircraft type :	
7. Aircraft registration :		8. Location of occurrence :		9. Origin of goods :	
10. Departure airport :		11. Destination airport :		12. Descriptions of Goods	
a) Descriptions :		b) Quantity of goods :		c) Proper shipping name :	
d) Class/div :		e) UN/ID No. :		f) No. of packages :	
g) Package properly marked and labeled : <input type="checkbox"/> Yes <input type="checkbox"/> No detail:		h) Type of Packaging :		i) Packaging specification marking :	
13. Cargo a) MAWB no.: b) HAWB no.:		14. Passenger a) Baggage tag/passenger tickets no.:		15. Airmail/Courier a) Airmail/Courier Pouch no.:	
16. Name, title, company, tel no. and address of relevant parties : a) Person who discovered the occurrence : b) Passenger, shipper, freight forwarder or courier company :					
17. Description of occurrence (include Fatality, injury or property damage) :					
18. Action Taken :			19. Suspected cause of occurrence :		
20. Consignment is being held (where and by whom) :			21. Photographs are available : <input type="checkbox"/> Yes <input type="checkbox"/> No		

22. Assessment of risks and impact to aviation safety :	
23. Preventive or remedial action to be taken (where applicable) :	
24. Name and title of person reporting :	25. Tel no., fax no. and email :
26. Company address :	27. Date/Signature :

Notes :-

- 1 This form should be completed in as much detail as possible. An initial report, which may be made by any means, shall be made to the Hong Kong Civil Aviation Department within 96 hours of the occurrence. Hong Kong Operators shall report dangerous goods occurrence wherever they occurred. Non-Hong Kong operators shall report dangerous goods occurrence if they occurred within Hong Kong.
- 2 Completed reports shall be sent to the Dangerous Goods Office, Hong Kong Civil Aviation Department by fax +852 2795 8469 or by e-mail: dangerousgoodsoffice@cad.gov.hk.
- 3 ICAO definitions :-

- (1) Dangerous Goods Accident – An occurrence associated with and related to the transport of dangerous goods by air which results in fatal or serious injury to a person or major property or environmental damage.
- (2) Dangerous Goods Incident – An occurrence, other than a dangerous goods accident, associated with and related to the transport of dangerous goods by air, not necessarily occurring on board an aircraft, which results in injury to a person, property or environmental damage, fire, breakage, spillage, leakage of fluid or radiation or other evidence that the integrity of the packaging has not been maintained. Any occurrence relating to the transport of dangerous goods which seriously jeopardizes the aircraft or its occupants is also deemed to be a dangerous goods incident.

Note (1) and (2) includes accidents or incidents involving dangerous goods that are not subject to all or part of the ICAO “Technical Instructions” (Doc 9284) through the application of an exception or of a special provision (e.g. an incident involving the short circuiting of a dry cell battery that is required to meet short circuit prevention conditions in a special provision).

- 4 Further explanations for some boxes in the form :-

Box Explanation/Details

8 Provide the geographical position of aircraft and location of dangerous goods in aircraft if the accident/incident occurred in-flight.

13-15 Attach all relevant documents and photographs.