



ADVISORY CIRCULAR

CAA-AC-OPS035
November 2022

SURVEILLANCE OF OPERATORS FOR COMPLIANCE WITH DANGEROUS GOODS TRANSPORTATION REGULATIONS

1.0 PURPOSE

- 1.0.1 This Advisory Circular provides guidelines to the operator in compliance with Dangerous Goods Regulations.
- 1.0.2 This Advisory Circular (AC) Cancels CAA-AC-OPS036A dated July 2020.

2.0 REFERENCES

- I The Civil Aviation (Safe Transportation of Dangerous Goods by Air) Regulations, 2022
- II Regulation 206 of the Civil Aviation (Operation of Aircraft – Commercial Air Transport Aeroplanes) Regulations 2022
- III Regulation 8 and 85 of the Civil Aviation (Operation of Aircraft) (Commercial Air Transport) (General Aviation) (Helicopters) Regulations, 2022;
- IV Regulation 83 to 104 of the Civil Aviation (Air Operator Certification and Administration) 2022
- V Regulation 6 of the Civil Aviation (Operation of Aircraft) (General Aviation) (Aeroplanes) Regulations 2022.
- VI ICAO Annex 18 The Safe Transport of Dangerous Goods by Air;
- VII Current edition of the ICAO Technical Instructions for the Safe Carriage of Dangerous Goods by Air, Doc 9284;
- VIII Operators Dangerous Goods Manual.

3.0 GENERAL

The operator shall carry out transportation of Dangerous Goods using the following procedures:

- a. Ensure the safe movement and transportation of Dangerous Goods into the aircraft with the objective of preventing accidents that might result from Dangerous Goods;
- b. Ensure the safe storage of Dangerous Goods at the aerodrome premises; and
- c. Ensure the safe handling of Dangerous Goods by all personnel involved in their transportation.

- d. The operator shall ensure that he has in place approved procedures for the handling of Hazardous Materials at the aerodrome.
- e. Due to the current sensitivity of security and insistence on the safety management system, the operator shall ensure that the carriage of dangerous goods is closely supervised.

4.0 General Procedures Governing Hazardous Material

The operator carrying out the transportation of Dangerous Goods shall have to be satisfied with the following procedures:

- a. Dangerous Goods are carried on board an aircraft only when they meet ICAO and IATA requirements for such carriage in relation to classification, marking and packing.
- b. No Dangerous Goods shall be carried in the aircraft passenger cabin or cockpit except those that have been specifically allowed by the ICAO/Technical Instructions and are within the quantity and conditions specified therein.
- c. At the Terminal Buildings and at the cargo shed, the Dangerous Goods shall be handled only by persons or employees trained and licensed in the handling of such goods.

5.0 Procedures for handling of Dangerous Goods

The operator shall conform to the following while processing the transportation of dangerous goods:

5.0.1 Packing: Dangerous goods shall be packed in accordance with the provisions of the ICAO Technical Instructions.

5.0.2 Labels: Unless otherwise provided, each package of dangerous goods shall be labeled with the appropriate labels and in accordance with the ICAO Technical Instructions.

5.0.3 Markings: Unless otherwise provided, each package of dangerous goods shall be marked with the proper shipping name of its contents as may be specified in those Technical Instructions.

5.0.4 Shipper's Responsibilities: Before a person offers any package or over-pack of dangerous goods for transport by air, the designated person shall ensure that the dangerous goods are not forbidden for transport by air and are properly classified, packed, marked, labeled and accompanied by a properly executed dangerous goods transport document, as specified in the Technical Instructions.

5.0.5 Operator's Responsibilities: An operator shall not accept dangerous goods to be transported by air:

- a. Unless the dangerous goods are accompanied by a completed dangerous goods transport document, except where the Technical Instructions indicate that such a document is not required; and

- b. Until the package, over-pack or freight container containing the dangerous goods has been inspected in accordance with the acceptance procedures contained in the Technical Instructions.

5.1 Provision of Information: The operator of an aircraft in which dangerous goods are to be carried shall provide the pilot-in-command as early as practicable before departure of the aircraft with written information as specified in the Technical Instructions.

5.2 Establishment of Training Programs: The operator shall ensure Dangerous Goods training programs are established and updated as provided for in the Technical Instructions and the Operators' Dangerous Goods Training Manual.

6.0 Specific Procedures for Storage of Dangerous Goods

The Operator must comply with the following:

6.1 Procedures for the safe handling and storage of Dangerous Goods at the aerodrome including the following:

- a. Arrangements for special areas of the aerodrome to be set up for the storage of inflammable liquids (including aviation fuels) and any other Dangerous Goods; and
- b. The method to be followed for the delivery storage, dispensing and handling of Dangerous Goods.

6.2 A Clear distinction between the roles of Cargo Handling Agents and Aerodrome Operators. If the Aerodrome operator acts as a cargo handling agent for Dangerous Goods, then procedures need to be established by the aerodrome operator and documented as follows:

- a. Designation of personnel to receive and handle hazardous substances and materials;
- b. Assurance from shippers that cargo classified as Dangerous Goods can be handled safely, including any special handling procedures required for safety;
- c. Designation of special areas at the Aerodrome for storage of Dangerous Goods while pending loading/clearance pending transportation out of the aerodrome; and
- d. The designated officer handling dangerous goods:
 - i. Stores Dangerous Goods only in a place designated for such a purpose
 - ii. Ensures that such a place is properly demarcated and has appropriate signage clearly visible.
 - iii. Ensures that incompatible materials are stored separated from each other by the required distance
 - iv. Ensures that packages with damaged packing have the inner packing still secure and do not pose a risk.
 - v. Regularly checks for leakages from containers holding flammable liquid or other liquid dangerous materials.
 - vi. Ensures that there are available readily at hand firefighting cylinders and hoses suitable for extinguishing fire from the specific types of material stored.

7.0 Aerodrome Rescue and Fire Fighting Services

The operator shall ensure that the Aerodrome has approved procedures and roles of Rescue and Fire Fighting Services during the handling of Dangerous Goods.

8.0 Fuel providers

The operator shall ensure that the aerodrome has approved fuelling Agents who are compliant with the requirements of refuelling aircraft carrying Dangerous Goods

