

Seychelles Civil Aviation Authority

Safety and Security Regulation Department

Flight Operations and Flight Crew Licensing Inspectorate

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27 February 2023

DANGEROUS GOODS NOTICE

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Amendments to the Dangerous Goods Training programme with the implementation of Competency-Based Training and Assessment Approach (CBTA)

Dangerous Goods Notices are intended to provide advice and guidance to illustrate a means, but not necessarily the only means, of complying with the Regulations, or to explain certain regulatory requirements by providing informative, interpretative and explanatory material. Dangerous Goods Notices should always be read in conjunction with the relevant regulations.

1. Purpose

The purpose of this notice is to assist employers establishing dangerous goods training programs under the competency-based training and assessment approach as described in Part 1 Chapter 4 of the ICAO Technical Instructions. The competency-based training and assessment approach (CBTA) must be implemented before 31st October 2023.

2. Applicability

This notice is applicable to all commercial air transport operators, shippers and freight forwarders, agencies engaged in security screening of passengers and baggage.

3. References

- ICAO Doc 9859 Safety Management Manual
- ICAO Doc 9284 Technical Instructions for the Safe Transport of Dangerous Goods by Air
- ICAO Doc 10102 Guidance for Safe Operations Involving Aeroplane Cargo Compartments
- ICAO Doc 9481 Emergency Response Guidance for Aircraft Incidents involving Dangerous Goods
- ICAO Doc 10147 Guidance on a Competency-Based Approach to Dangerous Goods Training and Assessment

4. Additional Information/Clarification/Queries

Any queries, requests for guidance/clarification or additional information subsequent to this publication should be addressed to Dangerous Goods Office by mail kjeanne@scaa.sc or by contacting the SCAA Safety and Security Regulations Flight Operations and Flight Crew Licensing Inspectorate (telephone 4384271).

5. Effective Date

27th February 2023

6. Cancellation

This Notice will remain in force until revoked or replaced by the Authority.

7. Amendments to the Dangerous Goods Training programme with the implementation of Competency-Base Training and Assessment Approach

7.1 Introduction

The Technical Instructions for the safe Transport of Dangerous Goods by Air (Doc 9284 "Technical Instructions") require that employers ensure personnel are competent to perform any function for which they are responsible prior to performing such functions. A competency -based approach to training and assessment is an effective way to ensure this requirement is met.

7.2 Recommended action to be taken

7.2.1 *Establishment of Dangerous Goods Training Programmes*

7.2.1.1 A training programme includes elements such as design methodology, assessment, initial and recurrent training, instructor qualifications and competencies, training records and evaluation of the effectiveness of training.

7.2.1.2 The employer must establish and maintain a Dangerous Goods training programme for personnel performing any function described in these Instructions.

7.2.1.3 The employer must establish and maintain a Dangerous Goods training programme for personnel who may not perform any function described in these Instructions but do perform functions related to the movement of cargo, baggage, passengers or mail. The aim of the programme is to ensure personnel are competent to perform functions aimed at preventing undeclared Dangerous Goods or not permitted from being carried on an aircraft.

Note: Security personnel involved with the screening of passengers and crew and their baggage and cargo, or mail are required to be trained irrespective of whether the operator on which the passenger or cargo is to be transported carries dangerous goods as cargo.

7.2.1.4 All operators must establish a Dangerous Goods training programme regardless of whether they are approved to transport Dangerous Goods as cargo.

7.2.1.5 Training courses may be developed and delivered by or for the employer.

7.2.2 *Objective of Dangerous Goods Training*

7.2.2.1 The employer must ensure that personnel are competent to perform any function for which they are responsible prior to performing any of these functions. This must be achieved through training and assessment commensurate with the functions for which they are responsible. Such training must include:

(a) *General awareness/familiarization training.* Personnel must be trained to be familiar with the general provisions;

(b) *Function-specific training.* Personnel must be trained to perform competently any function for which they are responsible; and

(c) *Safety training.* Personnel must be trained on how to recognize the hazards presented by dangerous goods, on the safe handling of dangerous goods, and on emergency response procedures.

7.2.2.2 Personnel who have received training but who are assigned to new functions must be assessed to determine their competence in respect of their new function. If competency is not demonstrated, appropriate additional training must be provided.

- 7.2.2.3 Personnel must be trained to recognize the hazards presented by dangerous goods, to safely handle them and to apply appropriate emergency response procedures.
- 7.2.2.4 Upon successful completion of the dangerous goods training, a person must be capable of performing the following:
- fully understand and differentiate between shipper's and operator's responsibilities;
 - identify all dangerous goods which are:
 - forbidden for air transport; or
 - permitted as cargo in accordance with the Technical Instructions; or
 - excepted from the requirements of the Technical Instructions.
 - identify the nine classes of dangerous goods by their principle criteria;
 - extraction and application of the relevant information from the List of Dangerous Goods;
 - comprehension and application of the packing instructions;
 - properly mark and label a dangerous goods package and verify that the marking or labelling requirements have been met;
 - complete a dangerous goods transport document and verify that the information provided thereon complies with the Technical Instructions.
 - using an acceptance checklist for acceptance or rejection of a shipment;
 - comprehension and application of the separation and segregation requirements;
 - comply with the requirements for providing the pilot-in-command with the pertinent information on the dangerous goods on board the aircraft;
 - recognition and application of appropriate Authority and/or operator variations; and
 - application of relevant customized emergency procedures.

7.3 Additional Information

- 7.3.1 ICAO Doc 10147 Guidance on a competency-based Approach to Dangerous Goods Training and Assessment may be use as guidance in implementing a competency-based approach to dangerous goods training and assessment for personnel involved in the transport of cargo, mail, passengers and baggage by air.
- 7.3.2 IATA DGR Appendix H – Dangerous Goods Training Guidelines – Competency Based Training and Assessment Approach may also be used as guidance.