

Dangerous Goods Regulations for Personnel of Freight Forwarders Responsible for Processing or Accepting Goods Presented as General Cargo - role b & Personnel of Freight Forwarders Responsible for Handling Cargo in a Warehouse and Loading and Unloading Unit Load Devices - role d

給負責收運一般貨物之貨運代理員工以及負責在倉庫搬運貨物及裝載和卸載集裝器之貨運代理員工的危險品規則培訓

Company 公司:							
Contact person 聯絡人:		Position 職位:					
Contact no. 聯絡電話:		Email 電郵:					
Address 公司地址:							
職務/工作 Tasks			Role 員工角色*				
			b				
			d				
0. General awareness and safety training (including scope, applicability, limitations, recognition of undeclared DG and emergency response procedures, etc.) 一般知識及安全培訓 (包括範圍、適用性、限制、識別未申報危險品及緊急應變措施等)			Y				
3. Processing/accepting cargo 收運貨物							
3.4 Process/accept cargo other than DG (check documentation and packages for indications of undeclared DG) 收運非危險品貨物 (檢查文件及包裝件是否存在未申報危險品的跡象)			Y				
4. Managing cargo pre-loading 裝載前管理貨物							
4.1 Plan loading DG cargo (determine segregation, separation, etc. requirements) 策劃裝載危險品貨物 (判斷貨物隔離、分隔等要求)			-				
4.2 Prepare DG cargo load for aircraft (check packages for indications of undeclared DG, check for damage/leakage, apply ULD tags when applicable, etc.) 預備裝載危險品貨物 (檢查包裝件是否存在未申報危險品的跡象、檢查貨物是否存在損壞/滲漏、使用集裝器標籤等)			Y				
7. Collecting safety data (report DG accidents, incidents, undeclared/misdeclared DG & other occurrences) 收集安全數據 (報告危險品意外、事故、未申報/錯誤申報危險品及其他事故)			Y				
Jan	5 January (Mon)	9:00 - 13:00	DGR-bd-0101A	Jul	23 July (Thu)	9:00 - 13:00	DGR-bd-0712A
	22 January (Thu)	9:00 - 13:00	DGR-bd-0102A		24 July (Fri)	9:00 - 13:00	DGR-bd-0713A Eng.
	23 January (Fri)	9:00 - 13:00	DGR-bd-0103A Eng.				
Feb	24 February (Tue)	9:00 - 13:00	DGR-bd-0204A	Aug	3 August (Mon)	9:00 - 13:00	DGR-bd-0814A
Mar	16 March (Mon)	9:00 - 13:00	DGA-bd-0305A	Sep	7 September (Mon)	9:00 - 13:00	DGR-bd-0915A
	30 March (Mon)	9:00 - 13:00	DGA-bd-0306A		24 September (Thu)	9:00 - 13:00	DGR-bd-0916A
Apr	20 April (Mon)	9:00 - 13:00	DGA-bd-0407A	Oct	5 October (Mon)	9:00 - 13:00	DGR-bd-1017A
	24 April (Fri)	9:00 - 13:00	DGA-bd-0408A Eng.		9 October (Fri)	9:00 - 13:00	DGR-bd-1018A Eng.
May	21 May (Thu)	9:00 - 13:00	DGA-bd-0509A	Nov	2 November (Mon)	9:00 - 13:00	DGR-bd-1119A
Jun	1 June (Mon)	9:00 - 13:00	DGA-bd-0610A	Dec	7 December (Mon)	9:00 - 13:00	DGR-bd-1220A
	29 June (Mon)	9:00 - 13:00	DGA-bd-0611A				
No.	Name and role 姓名		Role 角色	Mobile phone no. / Email 電話/電郵		Date 日期	
1.	Mr/Mrs/Ms						
2.	Mr/Mrs/Ms						
3.	Mr/Mrs/Ms						
4.	Mr/Mrs/Ms						
5.	Mr/Mrs/Ms						
6.	Mr/Mrs/Ms						
7.	Mr/Mrs/Ms						
8.	Mr/Mrs/Ms						
9.	Mr/Mrs/Ms						
10.	Mr/Mrs/Ms						

Course fee: \$500 Cantonese class/ \$1200 English class

MATF (self-funded participants only)

Notes to applicants

1. The Dangerous Goods Regulations course is open to all, participants must be able to read and write in English or Chinese and have attained the age of 18.
2. Since January 2023, Dangerous Goods Regulations courses have changed from the categorization approach to a competency-based training and assessment approach (CBTA). All staff of freight forwarders will need to complete Dangerous Goods training that match their job function.
3. The Hong Kong Civil Aviation Department has defined the following roles for shipper/ freight forwarder staff performing different job functions (see below table):

Previous category	Classification based on job function (Hong Kong Civil Aviation Dept.)	IATA well-defined functions in the process of cargo
Cat. 4 Staff involved in processing air cargo not containing dangerous goods	Role b: Personnel of freight forwarders responsible for processing or accepting goods presented as general cargo 負責收運一般貨物之員工	7.2: Personnel Responsible for Processing or Accepting Goods Presented as General Cargo
Cat. 5 Staff involved in handling, loading or storing air cargo	Role d: Personnel of freight forwarders responsible for handling cargo in a warehouse and loading and unloading unit load devices 負責在倉庫搬運貨物以及裝載和卸載集裝器之員工	7.4: Personnel Responsible for Handling Cargo in a Warehouse, Loading and Unloading Unit Load Devices and Loading and Unloading Aircraft Cargo Compartments

*Staff of freight forwarders responsible for processing or accepting general cargo are classified as role b personnel.
Staff of freight forwarders responsible for handling cargo in a warehouse and loading and unloading unit load devices are classified as role d personnel.*

4. Course applicants should fill out the course enrolment form, giving company contact details, the full name(s) of the applicant(s), and the role(s).
5. Chem Freight Hong Kong Ltd. reserves the right to refuse to accept a participant as it deems appropriate.
6. The Dangerous Goods Regulations course offered is a combined programme suitable for both staff of freight forwarders responsible for processing or accepting general cargo (role b personnel) and those responsible for handling cargo in a warehouse and loading and unloading unit load devices (role d personnel).
7. The duration of the Dangerous Goods Regulations initial course is 3.5 hours.
8. Course participants must have attained an overall 80% in the test to achieve a passing grade and to be eligible for the award of a DG certificate. If a candidate is not able to pass the final exam, he or she will have the opportunity to re-sit for the exam.
9. The course fee must be settled before or on the day of training.
10. Eligible applicants may apply for refund of 80% of the fees after completing approved courses (subject to a maximum of HKD30,000 whichever is less), under the Professional Training and Examination Refund Scheme (ProTERS) of the Maritime and Aviation Training Fund (MATF).
11. Course participants may switch to another class when the target class has seats available. A total of three switches is allowed.
12. If a course participant is not able to attend a class, a replacement candidate can take his or her place.
13. In the event of insufficient enrolment or other matters beyond our control, Chem Freight Hong Kong Ltd. reserves the right to cancel a class, we will inform course participants as soon as it is decided that the class will be cancelled. Course participants may switch to another class or receive a full refund of the course fee. We shall not be liable for extra expenses incurred by course participants.