

CIVIL AVIATION AGENCY

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In accordance with Article 10(2) and Article 52(2) of the Aviation Act ("Official Gazette of the Republic of North Macedonia" No. 14/24, 224/24, 3/25 and 144/25), and in accordance with Article 3 of the Multilateral Agreement between the European Community and its Member States, the Republic of Albania, Bosnia and Herzegovina, the Republic of Bulgaria, the Republic of Croatia, the Republic of Macedonia, the Republic of Iceland, the Republic of Montenegro, the Kingdom of Norway, Romania, the Republic of Serbia and the United Nations Interim Administration Mission in Kosovo on the establishment of a European Common Aviation Area ratified with the Act of Ratification of Multilateral Agreement ("Official Gazette of the Republic of Macedonia No. 27/07, 98/09 and "Official Gazette of the Republic of North Macedonia No. 259/19) the Director General of the Civil Aviation Agency enacted

REGULATION

ON ORGANIZATION OF TRANSPORT OF DANGEROUS GOODS BY AIR

I. General Provisions

Scope and applicability

Article 1

(1) This Regulation prescribes the special requirements for organizing transport of dangerous goods by air by the entities for acceptance, delivery and preparation (classification, packaging, marking and labelling) of cargo and postal items containing dangerous goods as well as for training proficiency regarding the dangerous goods and for obtaining the relevant certificates.

(2) This Regulation applies to legal and natural persons organizing, accepting and delivering of cargo, postal items and luggage containing dangerous goods for transport by air.

(3) The provisions of this Regulation shall not apply to dangerous goods that meet the requirements laid down in the Technical Instructions for the Safe Transport of Dangerous Goods by Air (ICAO Doc. 9284-AN/905) (hereinafter: Technical Instructions), which are defined as exceptions and relate to dangerous goods:

- a) to provide, during flight, medical aid to a patient;
- b) to provide, during flight, veterinary aid or a humane killer for an animal;
- c) for dropping in connection with agricultural, horticultural, forestry, ice jam control, landslide clearance or pollution control activities;
- d) dropping or triggering in connection with avalanche control activities;

- e) to provide aid in connection with search and rescue operations;
 - f) located in vehicles carried in aircraft designed or modified for vehicle ferry operations;
 - g) required for the propulsion of the means of transport or the operation of its specialized equipment during transport (e.g. refrigeration units) or that are required in accordance with the operating regulations (e.g. fire extinguishers);
 - h) contained within items of excess baggage being sent as cargo.
- (4) The provisions of this Regulation shall not apply to dangerous goods owned by the operator and carried on board the aircraft:
- a) in accordance with the applicable airworthiness and operational requirements;
 - b) for use or sale on the aircraft during the flight or series of flights;
 - c) dry ice intended for use in food and beverage service aboard the aircraft;
 - d) as electronic devices, such as electronic flight bags, personal entertainment devices, and credit card readers, containing lithium metal or lithium ion cells or batteries and spare lithium batteries for use on the flight or series of flights.
- (5) Articles and substances intended to replace those described in paragraph (4)a) of this Article or articles and substances that have been replaced and are carried on board the aircraft, shall be carried in accordance with the Technical Instructions.

Meaning of terms

Article 2

- (1) During the implementation of the provisions from this Regulation, certain terms shall have the following meaning:
- 1) "national aviation authority", "national authority", "competent authority", "competent authority of the Member States" shall be interpreted, where applicable, as the Civil Aviation Agency (hereinafter referred to as the Agency);
 - 2) Designated postal operator means legal entity (public or private) designated by the Universal Postal Union (UPU) member country to operate postal services and to fulfil the related obligations arising from the acts of the UPU Convention on its territory;
 - 3) Passenger aircraft means an aircraft that carries any person other than a crew member, an operator's employee in an official capacity, an authorized representative of an appropriate national authority or a person accompanying a consignment or other cargo;

- 4) Freight forwarder means a legal and natural persons who offers the service of arranging the transport of cargo by air;
- 5) A person responsible for dangerous goods is a person who must ensure the safe handling, storage and transport of dangerous goods, in accordance with national and international regulations;
- 6) Cargo sales agent is a legal or natural person authorized by the operator to carry out activities related to the sale of services for the transportation of goods on its behalf.
- 7) Shipper/Consignor is a legal or natural person who prepares a consignment for transport;
- 8) Cargo aircraft means any aircraft, other than a passenger aircraft, which is carrying goods or property but not passengers. The following are not considered passengers: crew members, employees of the operator who holds a transport permit and is transported in accordance with the instructions contained in the Operations Manual, an authorized representative of the competent national aviation authority and a person who has duties in relation to a specific consignment carried on board the aircraft;
- 9) UN number is the four-digit number assigned by the United Nations Committee of Experts on the Transport of Dangerous Goods to identify an article or substance or a particular group of articles or substances;
- 10) Packaging is one or more receptacles (dishes, boxes and etc.) and any other components or materials necessary for the receptacles to perform their containment function;
- 11) Outer packaging is the outer protection of a composite or combination packaging together with any absorbent materials, cushioning and any other components necessary to contain and protect inner receptacles or inner packagings;
- 12) Overpack means an enclosure or other suitable material used by a shipper to contain one or more packages and to form one handling unit for convenience of handling and stowage, while a unit load device is not included in this definition.
- 13) Well-defined functions are responsibilities of the personnel involved in the transport of dangerous goods by air, as defined in Appendix 1 which is an integral part of this Regulation;
- 14) E-learning is a type of learning that uses computer technologies and electronic media to improve the quality of learning;
- 15) Combination packaging is consisting of one or more inner packagings secured in an outer packaging;
- 16) Dangerous goods are articles or substances which are capable of posing a hazard to health, safety, property or the environment and which are shown in the dangerous

goods list in the Technical Instructions, or which are classified according to these Technical Instructions;

17) Handling Agent is a legal or natural person who, on behalf of the operator, provides one or more categories of handling services, including reception, loading, unloading, moving or other handling of passengers or goods;

18) Misdeclared dangerous goods are dangerous goods offered for carriage in air transport which:

a. are not permitted for carriage in air transport, but are incorrectly described in the dangerous goods transport document as acceptable for carriage, or

b. do not meet the provisions of the Technical Instructions and are discovered after the prescribed acceptance check has been carried out,

19) Consignment means one or more packages of dangerous goods accepted by an operator from one shipper/consignor at one time and at one address, receipted for in one lot and moving to one consignee at one destination address;

20) Consignee means a legal or natural person which is entitled to take delivery of a consignment;

21) Packing group is a designation of the relative degree of hazard presented by different objects or substances within a class or group;

22) Operator means a person, organization or enterprise engaged in or offering to engage in an aircraft operation and

23) Package means the complete product of the packing operation, consisting of the packaging and its contents prepared for transport.

(2) Other terms used in the implementation of this Regulation shall have the meaning laid down in EU Regulation 965/2012 adopted by the Regulation on Air Operations (hereinafter: EU Regulation 965/2012).

II. Transport of dangerous goods by air and limitations

Transport of dangerous good by air

Article 3

The organization, receipt, delivery and transportation of dangerous goods on domestic and international flights by civil aircraft is carried out in accordance with Annex 18 - Safe Transport of Dangerous Goods by Air of the Convention on International Civil Aviation, the Technical Instructions, EU Regulation 965/2012, the Aviation Act and this Regulation.

Limitations on the transport of dangerous goods by air

Article 4

- (1) The transport of dangerous goods by air is forbidden except in the cases provided for in this Regulation and in the Technical Instructions.
- (2) Dangerous goods may not be transported on an aircraft, unless the Agency has issued an exemption in accordance with Article 6 of this Regulation, or which, in accordance with the provisions of the Technical Instructions, may be carried on the basis of an approval issued by the State of origin, i.e. the State of the aircraft operator, such as:
 - dangerous goods that are identified in the Technical Instructions as forbidden for transport under normal circumstances and
 - infected live animals.
- (3) Articles and substances that are specifically identified by name or generic description in the Technical Instructions as being forbidden for transport by air under any circumstances shall not be carried in an aircraft.

Approval

Article 5

- (1) Where specifically provided in the Technical Instructions, the Agency, when the Republic of North Macedonia is the country of origin, i.e. the country of the aircraft operator, may grant an approval for transport of dangerous goods by air forbidden on passenger or cargo aircraft, provided that a level of safety in the transport is achieved, equivalent to the level of safety provided in the Technical Instructions.
- (2) If there are no special provisions (A1 or A2) in the Technical Instructions that allow the issuance of an approval for transport of dangerous goods forbidden for transport by air, the operator or his authorized representative may request an exemption approval from the Agency in accordance with the provisions of Article 6 of this Regulations.

Exemptions

Article 6

- (1) Except for products and substances that are forbidden for transport by air under any circumstances, the Agency may, when the Republic of North Macedonia is a country of origin, transit, overflight or destination, may grant an exemption approval from the provisions of the Technical Instructions provided that the operator confirms the level of safety in the transport is equivalent to the level of safety provided in the Technical Instructions, in the following cases:
 - a) extreme urgency, or
 - b) when other forms of transport are inappropriate; or

- c) when full compliance with the provided requirements is contrary to the public interest.
- (2) The Agency may grant an exemption approval in cases other than those referred to in paragraph (1) of this Article in which the Republic of North Macedonia is a country of overflight and the same level of safety as the one provided for in the Technical Instructions has been achieved.
- (3) The application for the issuance of an exemption approval shall be submitted in accordance with the guidelines for processing exemption applications, as prescribed in the Supplement to the Technical Instructions (ICAO Doc. 9284 Supplement).
- (4) By way of derogation from paragraphs (1), (2) or (3) of this Article, the Agency may grant an exemption from certain provisions of this Regulation and from the Technical Instructions in cases of unforeseen urgent operational circumstances or operational needs of limited duration, provided that this does not adversely affect the level of safety.
- (5) The applicant for the issuance of an exemption approval from paragraph (4) of this Article is obliged to submit a risk assessment along with the application."
- (6) During the procedure for granting an exemption under paragraph (4) of this Article, the Agency may determine additional requirements, appropriate measures or control mechanisms.

Transport of dangerous goods by post

Article 7

- (1) In accordance with the Universal Postal Union (UPU) Convention, dangerous goods as defined in Technical Instructions are prohibited in mail for air carriage.
- (2) By way of derogation from paragraph (1) of this Article, and in accordance with the Technical Instructions applied to that material, the following dangerous goods may be acceptable in mail for air carriage:
- a) patient specimens provided that they are classified, packed and marked as required by the Technical Instructions;
 - b) infectious substances assigned to category B (UN 3373) only, when packed in accordance with the requirements of Packing Instruction 650, and solid carbon dioxide (dry ice) when used as a refrigerant for UN 3373.
 - c) radioactive material in an excepted package, UN Nos. 2910 and 2911 only, the activity of which does not exceed one-tenth of that listed in Part 2, Chapter 7, Table 2-14, and that does not meet the definitions and criteria of classes, other than Class 7, or divisions, as defined in Technical Instructions, and the package must be marked with the name of the shipper/consignor and the consignee, with the following text "radioactive material — quantities permitted for movement by post". The packaging

- must bear the radioactive material, excepted the packaging (Figure 5-33 of the Technical Instructions);
- d) lithium ion batteries contained in equipment (UN 3481) meeting the provisions of Section II of Packing Instruction 967, no more than four cells or two batteries may be mailed in any single package; and
 - e) lithium metal batteries contained in equipment (UN 3091) meeting the provisions of Section II of Packing Instruction 970, no more than four cells or two batteries may be mailed in any single package.

Classification of dangerous goods

Article 8

- (1) The substances (including mixtures and solutions) and articles subject to this Regulation and in the Technical Instruction are assigned to one of nine classes according to the hazard or the most predominant of the hazards they present. Some of these classes are subdivided into divisions.
- (2) Classes and divisions from paragraph (1) are:
 - Class 1: Explosives
 - Division 1.1: Substances and articles which have a mass explosion hazard
 - Division 1.2: Substances and articles which have a projection hazard but not a mass explosion hazard
 - Division 1.3: Substances and articles which have a fire hazard and either a minor blast hazard or a minor projection hazard or both, but not a mass explosion hazard
 - Division 1.4: Substances and articles which present no significant hazard
 - Division 1.5: Very insensitive substances which have a mass explosion hazard
 - Division 1.6: Extremely insensitive articles which do not have a mass explosion hazard
 - Class 2: Gases
 - Division 2.1: Flammable gases
 - Division 2.2: Non-flammable, non-toxic gases
 - Division 2.3: Toxic gases
 - Class 3: Flammable liquids
 - Class 4: Flammable solids; substances liable to spontaneous combustion; substances which, on contact with water, emit flammable gases

Division 4.1: Flammable solids, self-reactive and related substances and solid desensitized explosives and polymerizing substances

Division 4.2: Substances liable to spontaneous combustion

Division 4.3: Substances which, in contact with water, emit flammable gases

Class 5: Oxidizing substances and organic peroxides

Division 5.1: Oxidizing substances

Division 5.2: Organic peroxides

Class 6: Toxic and infectious substances

Division 6.1: Toxic substances

Division 6.2: Infectious substances

Class 7: Radioactive material

Class 8: Corrosive substances

Class 9: Miscellaneous dangerous substances and articles, including environmentally hazardous substances

- (3) The numerical order of the classes and divisions is not that of the degree of danger.
- (4) Many of the substances assigned to Classes 1 to 9 are deemed, without additional labelling, as being environmentally hazardous.
- (5) Wastes must be transported under the requirements of the appropriate class considering their hazards and the criteria in these Instructions. Wastes not otherwise subject to these Instructions, but covered under the Basel Convention, may be transported under Class 9.
- (6) For packing purposes, dangerous goods other than those of Classes 1, 2 and 7, Divisions 5.2 and 6.2 and self-reactive substances of Division 4.1 are assigned to three packing groups in accordance with the degree of danger they present:
 - Packing Group I: Substances presenting high danger
 - Packing Group II: Substances presenting medium danger
 - Packing Group III: Substances presenting low danger
- (7) The substances and articles presenting a danger of a single class and division are assigned to that class and division, and if applicable, a packing group is added to them associated to their degree of danger. When substances and articles are specifically listed by name in the dangerous goods list from Technical Instructions, its class or division, its subsidiary hazard(s) and, when applicable, its packing group are taken from that list.
- (8) When the substances and articles are not specifically mentioned by name in the dangerous goods list from Technical Instructions, but present two or more potential hazards of

classes 3, 4 or 8 or divisions 5.1 or 6.1 and by definition belong to both classes or divisions, they should be classified on the basis of the degree of danger they present in accordance with the provisions of the Technical Instructions.

Packing

Article 9

- (1) Dangerous goods shall be packaged in accordance with the provisions of this Article and as provided for in the Technical Instructions.
- (2) The packaging used for the transport of dangerous goods by air shall:
 - a) be of good quality and shall be designed and constructed, securely closed so as to prevent leakage which might be caused in normal conditions of transport, by changes in temperature, humidity or pressure, or by vibration;
 - b) be suitable for the contents;
 - c) be in direct contact with dangerous goods shall be resistant to any chemical or other action of such goods;
 - d) meet the material and construction specifications in the Technical Instructions;
 - e) be tested in accordance with the provisions of the Technical Instructions;
 - f) be capable of withstanding, without leaking, the pressure stated in the Technical Instructions and
 - g) has a packaging type approval from a competent authority.
- (3) The inner packaging shall be so packed, secured or cushioned as to prevent their breakage or leakage and to control their movement within the outer packaging during normal conditions of air transport.
- (4) In case the packaging is reused it is necessary:
 - a) to inspected and found free from corrosion or other damage;
 - b) to take all necessary measures to prevent contamination of subsequent contents.
- (5) If, because of the nature of their former contents, uncleaned empty packaging may present a hazard, they shall be tightly closed and treated according to the hazard they constitute.
- (6) No harmful quantity of a dangerous substance shall adhere to the outside of packages.

Labelling and marking

Article 10

- (1) Each package of dangerous goods shall be labelled with the appropriate labels and in accordance with the provisions set forth in the Technical Instructions.
- (2) Each package of dangerous goods shall be marked with the correct technical specification of the contents, including proper shipping name and belonging UN number if such exists, and such other markings as may be specified in Technical Instructions.
- (3) The labelling and markings should be durable and visible during the process of acceptance, dispatch, transport and storage and shall not be covered or obscured by any part or attachment of the packaging or any other label or marking.
- (4) Packaging produced in accordance with the specifications provided in the Technical Instructions shall also be marked in accordance with the provisions of the Technical Instructions.
- (5) Packaging which does not meet the specifications provided in the Technical Instructions shall not be additionally marked with UN packaging specifications
- (6) English language should be used for the markings related to dangerous good, in addition to the languages required by the State of Origin.

Warehousing

Article 11

- (1) Warehousing facilities shall be designed so that they can accept dangerous goods consignments intended for arrival, departure, and temporary storage, as well as damaged dangerous goods consignments in a dedicated area.
- (2) Warehousing facilities shall be equipped with fire-fighting equipment and shall have emergency procedures posted in visible places.
- (3) Consignments containing dangerous goods shall be separated from other cargo consignments.
- (4) Consignments containing dangerous goods shall be stored or allocated in an area specially designated for that purpose, which shall be marked appropriately.
- (5) Damaged dangerous goods shipments shall be stored in a separate area.
- (6) Radioactive material should be stored or placed in a separate appropriate space, specially designated for that purpose and should be marked with appropriate signs for radioactive material.
- (7) In order to reduce radiation exposure, radioactive material should be separated and kept away from employees and areas to which parties have access.
- (8) The access to the warehouse with dangerous goods shall be restricted and only professionally trained persons may handle dangerous goods shipments.

III. Rights and obligations of persons involved in the transport of dangerous goods

Dangerous goods certificate

Article 12

- (1) The dangerous goods may be accepted and processed only by shippers/consignors, freight forwarders, handling agent and the designated postal operator to whom the Agency has issued a dangerous goods certificate.
- (2) In order to obtain a dangerous goods certificate, legal or natural persons shall:
 - a) submit a written application with supporting documentation,
 - b) establish internal procedures (Standard Operating Procedures - SOP), which shall describe a detailed process of acceptance, storing and delivering consignments of dangerous goods, reporting of events involving dangerous goods and a detailed overview of the operational procedure. Standard operating procedures may be found in other documents (e.g. Operations Manual, Airport Manual, etc.),
 - c) have at their disposal applicable regulations on dangerous goods and have a documented analysis of the need for dangerous goods training,
 - d) appoint a person responsible for dangerous goods, who shall be accepted by the Agency,
 - e) appoint a dangerous goods assessor, who shall meet the requirements of Article 39 of this Regulation.
- (3) By way of derogation from paragraph (2)(e) of this Article, the designated postal operator is not obliged to appoint a dangerous goods assessor.
- (4) The dangerous goods certificate shall be issued for an indefinite period.

Person responsible for dangerous goods

Article 13

- (1) For each certified shipper/consignor, freight forwarder, provider of services for acceptance and dispatch of goods, designated postal operator and operator performing activities related to the transport of dangerous goods by air, the manager or a person authorized by him is the person responsible for dangerous goods.
- (2) The person responsible for dangerous goods shall:

- a) monitor and ensure compliance of the entities referred to in paragraph (1) of this Article with the requirements for the transport of dangerous goods provided by this Regulation;
 - b) serve as a contact point for internal and external inspections;
 - c) ensure that employees handling dangerous goods have completed appropriate training and hold valid documents provided by this Regulation that are appropriate to their scope of duties;
 - d) to ensure the establishment, updating and implementation of internal procedures and other documents related to the handling of dangerous goods and
 - e) to lead and coordinate the conduct of investigations of events involving dangerous goods and to submit reports to the Agency on the same.
- (3) Every certified shipper/consignor, freight forwarder, provider of services for the acceptance and dispatch of goods, designated postal operator and operator performing activities related to the transport of dangerous goods by air should ensure:
- a) continuous recurrent training of the person responsible for dangerous goods;
 - b) updating of records and internal procedures;
 - c) availability of all relevant documents and certificates upon request of the Agency.
- (4) The person responsible for dangerous goods shall submit a copy of the certificate of completion of training to the Agency.

Cargo Sales Agent

Article 14

- (1) The operator shall enter into a Cargo Sales Agreement with a cargo sales agent which shall include the conditions for accepting dangerous goods for transport by air.
- (2) A cargo sales agent may not offer consignments of dangerous goods for carriage as a shipper/consignor or for a shipper/consignor.
- (3) A cargo sales agent shall keep records of training for its personnel.

Designated postal operator

Article 15

- (1) The designated postal operator may accept the dangerous goods referred to in items a), b) and c) of Article 7(2) of this Regulation without holding a dangerous goods certificate.

(2) The designated postal operator shall obtain a dangerous goods certificate before it begins to accept lithium batteries referred to in items e) and d) of Article 7(2) of this Regulation.

(3) The procedures established by the designated postal operator for the control and supervision of the transport of dangerous goods in mail by air shall be subject to review and approval by the competent aviation authorities of the country where the mail is accepted.

Shipper/Consignor

Article 16

(1) Before consigning dangerous goods for carriage by air, the shipper/consignor shall ensure that:

- a) the goods are permitted for carriage by air in accordance with the provisions of the Technical Instructions,
- b) all necessary approvals have been obtained, as provided in the Technical Instructions;
- c) the dangerous goods are classified according to the classification criteria contained in the Technical Instructions;
- d) the dangerous goods are packed according to the Technical Instructions and that packagings are used in accordance with the applicable provisions of the Technical Instructions;
- e) the package is marked and labelled in English, and in the language required in the country where the flight commences, in accordance with the applicable provisions of the Technical Instructions;
- f) the packaging is acceptable for air transport;
- g) the **overpack** shall contain only those packages which are permitted for carriage and are marked as provided in the Technical Instructions.

(2) The shipper/consignor shall ensure that the dangerous goods transport document:

- a) has been completed in English language, in addition to another language if so required by the country of departure and if provided in the Technical Instructions;
- b) contains a declaration signed by or on behalf of the shipper/consignor stating that the provisions of the Technical Instructions are met and that the dangerous goods are:
 - fully and accurately described;
 - correctly classified, packed, marked and labelled and
 - in satisfactory physical condition for transport by air.

(3) The shipper/consignor shall ensure that the operator has been furnished with the document for the transport of dangerous goods referred to in paragraph (2) of this Article and other documents as required in the Technical Instructions.

(4) The shipper/consignor, upon request of the freight forwarder, handling agent, operator, cargo sales agent or the Agency, shall submit a safety data sheet (Safety Data Sheet – SDS) for certain dangerous goods.

(5) The shipper/consignor, upon request of the freight forwarder, handling agent, operator, cargo sales agent or the Agency, shall provide from the manufacturer or distributor, an analysis of the tests carried out, which are specified in the UN Manual of Tests and Criteria.

(6) Notwithstanding the provisions of Article 12 (1) of this Regulation, the shipper/consignor may accept and send dangerous goods without a dangerous goods certificate if he has a written agreement with a certified freight forwarder who assumes responsibility for sending dangerous goods for transport in air traffic.

Freight Forwarder

Article 17

(1) Notwithstanding the signed shipper/consignor declaration in the document for the transport of dangerous goods referred to in Article 16(2)b) of this Regulation, the freight forwarder who classifies, packages and marks the consignment for the shipper/consignor shall be responsible for meeting the applicable requirements laid down in this Regulation and the Technical Instructions.

(2) The freight forwarder who operates classification, packaging, marking and labelling of the consignment for the shipper/consignor shall not perform tasks which are the responsibility of the operator.

(3) In addition to the provisions of this Regulation applicable to the transport of dangerous goods by air, a freight forwarders shall also apply the General Conditions of the International Federation of Freight Forwarders Associations (FIATA).

Handling Agent

Article 18

(1) The handling agent shall meet the requirements of Article 19 of this Regulation, if applicable.

(2) The handling agent shall, upon request by the Agency, provide information regarding any operators transporting dangerous goods from the aerodrome at which the agent provides services.

Operator

Article 19

- (1) An operator holding an approval for the transport of dangerous goods by air issued in accordance with EU Regulation 965/2012 shall, in the Operations Manual or other appropriate documentation, prescribe the following:
 - a) for flight crew and ground personnel, procedures relating to the transport of dangerous goods by air, which are in accordance with the Technical Instructions and
 - b) for the flight crew, emergency procedures, which are in accordance with the Instruction for the Emergency Response Guidance for Aircraft Incidents Involving Dangerous Goods (Doc 9481-AN/928).
- (2) An operator shall not accept transport dangerous goods by air:
 - a) unless the dangerous goods are accompanied by two copies of correctly completed dangerous goods transport document, except where the Technical Instructions indicates that such document is not required; and
 - b) until the package, **overpack** or freight container containing the dangerous goods has been inspected in accordance with the acceptance procedures contained in the Technical Instructions.
- (3) An aircraft operator shall
 - develop and use an acceptance checklist;
 - ensure that the acceptance checklist is in a form that provides information on every detail that enables the control to be carried out completely and accurately and
 - ensure that the identity of the person who carried out the control and the results of the control are recorded in the acceptance checklist
- (4) The operator shall ensure that packages and overpacks containing dangerous goods, and freight containers containing radioactive materials, are loaded and stowed on an aircraft in accordance with the provisions of the Technical Instructions
- (5) The operator shall inspect the packages and overpacks containing dangerous goods and freight containers containing radioactive materials, for evidence of leakage or damage before loading on an aircraft or into an unit load device and if leaking or damaged packages, overpacks or freight containers are found, they shall not be loaded on an aircraft.
- (6) The operator shall not load the unit load device aboard an aircraft unless the device has been inspected and found free from any evidence of leakage from, or damage to, any dangerous goods contained therein.

- (7) The operator shall remove package from the aircraft, or arrange for its removal by an appropriate authority or organization, where any package of dangerous goods loaded on an aircraft appears to be damaged or leaking, and thereafter shall ensure that the remainder of the consignment is in a proper condition for air carriage.
- (8) Upon unloading from the aircraft or unit load device, the operator shall inspect packages or overpacks containing dangerous goods, and freight containers containing radioactive materials, for signs of damage or leakage. If evidence of damage or leakage is found, the area on the aircraft where the dangerous goods or unit load device was stowed shall be inspected for contamination.
- (9) The operator shall not transport dangerous goods in an aircraft cabin occupied by passengers or on the flight deck of an aircraft, except as permitted by the provisions of the Technical Instructions.
- (10) The operator shall remove without delay any hazardous contamination found on an aircraft as a result of leakage or damage to dangerous goods.
- (11) The operator shall immediately withdraw, and shall not return to service, any aircraft contaminated with radioactive materials until the radiation level at any accessible surface and the level of non-fixed contamination do not exceed the values prescribed in the Technical Instructions.
- (12) Packages containing dangerous goods that are liable to react dangerously with one another shall not be stowed on an aircraft in contiguous positions or in any manner that permits interaction between them in the event of leakage."
- (13) The operator shall stow packages of toxic and infectious substances on an aircraft in accordance with the provisions of the Technical Instructions.
- (14) The operator shall ensure that packages containing radioactive materials are stowed on an aircraft with sufficient separation from persons, live animals and undeveloped film, in accordance with the provisions in the Technical Instructions.
- (15) The operator shall protect the dangerous goods that are subject to this Regulation from being damaged, when loaded in an aircraft, and shall secure such goods in the aircraft in such a manner that will prevent any movement in flight which would alter the orientation of the packages.
- (16) The operator shall load the packages of dangerous goods bearing the "Cargo Aircraft Only" label in accordance with the provisions in the Technical Instructions.
- (17) The operator shall notify the Agency and ICAO if it decides to apply more restrictive provisions than those provided in the Technical Instructions.

INFORMATION

Article 20

- (1) The aircraft operator transporting dangerous goods, before the aircraft departure, shall provide the pilot-in-command with written information as specified in the Technical Instructions.
- (2) The operator shall provide the information supplied to the pilot-in-command under paragraph (1) of this Article to the personnel involved in the operational control of the aircraft (flight operations officers, flight dispatchers, or designated ground personnel responsible for flight operations)
- (3) The operator shall specify the personnel referred to in paragraph (2) of this Article, either by job title or function, within the Operations Manual or other relevant documentation.
- (4) The operator shall prescribe within the Operations Manual all information necessary for the flight crew to perform their duties concerning the transport of dangerous goods, and shall provide instructions on the measures to be taken in the event of emergencies involving dangerous goods.
- (5) Any legal and natural persons other than an operator (such as a travel agent), involved in the air transport of passengers, should provide passengers with information about the types of dangerous goods which they are forbidden to transport aboard an aircraft and should notices at those locations where there is an interface with the passengers.
- (6) The operator shall ensure that information is promulgated in such a manner that passenger are warned as to the types of dangerous goods which are forbidden from transporting aboard an aircraft as provided for in the Technical Instructions.
- (7) If the passenger is allowed to check in remotely (via the internet), than the operator shall inform on the types of dangerous goods which a passenger is forbidden to transport aboard an aircraft. The information should be provided in either text or pictorial form and should be such that the check in cannot be completed until the passenger has indicated that they have understood the restrictions on dangerous goods.
- (8) If the passenger is allowed to check in for travel on his own without involving other persons in the check-in process (via check-in machines) than the operator or the manager of the airport shall inform on the types of dangerous goods which a passenger is forbidden to transport aboard an aircraft. The information should be provided in either text or pictorial form and should be such that the check in cannot be completed until the passenger has indicated that they have understood the restrictions on dangerous goods.
- (9) The Operator, shipper/consignor or other organization involved in the transport of dangerous goods by air shall provide such information to their personnel as will enable them to carry out their responsibilities with regard to the transport of dangerous goods and shall provide instructions as to the action to be taken in the event of emergencies arising involving dangerous goods.

(10) If an in-flight emergency occurs, the pilot-in-command shall, as soon as the situation permits, inform the appropriate air traffic services unit, for the information of aerodrome authorities, of any dangerous goods on board the aircraft, as provided for in the Technical Instructions.

(11) In the event of an aircraft accident or a serious incident where dangerous goods carried as cargo may be involved, the operator of the aircraft transporting dangerous goods as cargo shall provide information, without delay, to emergency services responding to the accident or serious incident about the dangerous goods on board, as shown on the written information to the pilot-in-command.

(12) The operator of an aircraft transporting dangerous goods as cargo shall, if requested to do so, provide information without delay to emergency services responding to the incident and to the appropriate authority of the State in which the incident occurred, about the dangerous goods on board, as shown on the written information to the pilot-in-command.

Keeping of documents and records

Article 21

(1) The aircraft operator transporting dangerous goods as cargo shall ensure that a copy of the dangerous goods transport document and the written information provided to the pilot-in-command are kept in a readily accessible location throughout the duration of the flight..

(2) The aircraft operator transporting dangerous goods shall keep the following documents for a period of at least three months following the completion of the flight:

- a) the dangerous goods transport document or any other document regarding the dangerous goods provided by the consignor;
- b) the acceptance checklist; and
- c) the notification to captain (NOTOC).

(3) The aircraft operator or its contracted dangerous goods handling agent shall keep copies of the documentation and the acceptance checklist for any packages, containers of goods, unit load devices or pallets containing dangerous goods, which are not accepted for carriage, for a period of at least three months from the completion of the acceptance checklist.

Prescribed reporting forms

Article 22

A report on transport of dangerous goods, an occurrence report on transport of dangerous goods, a monthly summary of dangerous goods detected during inspections and a monthly report

of dangerous goods discovered in mail intended for air carriage, shall be submitted in writing, in a manner prescribed by the Agency.

Provision of documents, records and monthly reports

Article 23

(1) The operator of an aircraft transporting or already been transported dangerous goods and its handling agent, upon request by the Agency and within a reasonable timeframe, present the following documents for inspection:

- a) a written approval for the transport of dangerous goods by air;
- b) a dangerous goods transport document;
- c) an adequately completed dangerous goods acceptance checklist;
- d) a copy of the written information provided to the pilot-in-command relating to the dangerous goods.

(2) In the event of reasonable suspicion that dangerous goods have not been handled in accordance with the provisions of this Regulation and the Technical Instructions, the operator, shipper/consignor, freight forwarder or handling agent shall, submit a documentation regarding dangerous goods to the Agency within a reasonable timeframe.

Dangerous goods occurrences reporting

Article 24

(1) Any legal or natural person to whom this Regulation applies, and who is in possession of dangerous goods at the time of the occurrence, shall comply with the reporting requirements established in this Regulation and report such occurrences through the ECCAIRS system in accordance with the Technical Instructions and the Regulation on the principles governing the accident, serious incidents, incidents and occurrences investigation of civil and state aircraft, the manner of their reporting, as well as the form, contents and records keeping and the manner issuing and revocation of the investigators` official identification card.

(2) If it is not possible to report the occurrences through the ECCAIRS system within 72 hours of the event, any legal and natural persons to whom this Regulation applies shall, without delay, submit a written report of the occurrence to the Agency and subsequently file a report in accordance with paragraph (1) of this Article.

(3) The report to the Agency referred to in paragraph (2) of this Article shall contain the following information:

- a) the date of the accident, incident, or discovery of undeclared or misdeclared dangerous goods;

- b) the location, flight number and date of flight;
- c) a description of the goods and reference number of the air waybill, bag, baggage, tickets, etc.;
- d) the proper shipping name of the dangerous goods (including the technical name, if appropriate) and UN/ID number, if known;
- e) the class or division and any subsidiary risk;
- f) the type of packaging and the packaging specification markings found thereon;
- g) the quantity;
- h) the name and address of the shipper/consignor, passenger, etc.;
- i) the presumed cause of the accident or incident;
- j) action taken;
- k) any other reporting made;
- l) the name, title, address and telephone number of the person submitting the report;
- m) copies of documents and photographs and
- n) any other important information.

Monthly reporting of dangerous goods occurrence

Article 25

(1) Notwithstanding the provisions of Article 24 of this Regulation, if security personnel, during the screening of passengers, crew members and their baggage, discover dangerous goods that are prohibited for carriage on an aircraft, they shall notify the Agency thereof via monthly dangerous goods occurrence report.

(2) The monthly dangerous goods occurrence report referred to in paragraph (1) of this Article shall contain the following information:

- a) date of discovery of the dangerous goods;
- b) time of discovery of the dangerous goods;
- c) location of discovery of dangerous goods:
 - checked baggage,
 - carry-on baggage, or
 - on the passengers or
 - on a crew member;

- d) UN/ID number (where known) and/or description of the dangerous goods;
 - e) number of items and/or quantity;
 - f) flight number;
 - g) nationality of the passenger or crew member on whose possession the dangerous goods were found;
 - h) actions taken; and
 - i) the registration or identification number of the individual who discovered the dangerous goods.
- (3) The monthly report for dangerous goods discovered during security screenings shall be submitted no later than the tenth day of the month for the preceding month.
- (4) Notwithstanding the provisions of Article 24 of this Regulation, the designated postal operator shall notify the Agency, via monthly dangerous goods occurrence report, of the dangerous goods prohibited for transport in mail air carriage.
- (5) The monthly dangerous goods occurrence report referred to in paragraph (4) of this Article shall contain the following information:
- a) date of discovery of the dangerous goods;
 - b) number and location of the receiving post office;
 - c) UN number (where known);
 - d) proper shipping name of the dangerous goods (where known);
 - e) class and/or division;
 - f) number of items and/or quantity;
 - g) type of consignment;
 - h) country of destination and
 - i) actions taken.
- (6) The monthly report on events involving dangerous goods referred to in paragraph (4) of this Article shall be submitted no later than the tenth day of the month for the previous month.

Security

Article 26

Any legal and natural persons involved in the transport of dangerous goods by air shall establish security measures in order to minimize theft or misuse of dangerous goods, that may endanger persons, property, or the environment.

Such measures shall be implemented in accordance with the security provisions set forth in the relevant ICAO Annexes and Technical Instructions.

IV. Dangerous Goods Training

Certificate of a training service provider

Article 27

- (1) Dangerous goods training may be conducted by a training service provider to whom the Agency has issued a certificate.
- (2) The following documents shall be submitted with the application for issuance of a certificate:
 - a) a description of the organizational structure;
 - b) a list of qualifications of the management personnel and instructors;
 - c) a description of the classrooms and other facilities;
 - d) a description of the training program, including manuals, syllabus, timetable and teaching materials and
 - e) a description of the Quality Management System.
- (3) The training service provider shall ensure that the facilities meet all technical and sanitary standards for the conduct of training.
- (4) The training service provider shall provide instructors with the latest amendments to the Technical Instructions and editions of the IATA Dangerous Goods Regulations, as well as other training materials.
- (5) The training service provider shall:
 - a) develop partial or complete elements of the training programme as provided in the Technical Instructions and their appendix;
 - b) ensure training is conducted according to the Dangerous goods training programmes approved by the Agency;
 - c) submit the training programme for re-approval every two years, in accordance with the Technical Instructions;
 - d) ensure that the training is carried out by authorised instructors;
 - e) establish initial and recurrent training programmes with defined objectives;

- f) cover all relevant topics in order to achieve the training objectives;
 - g) provide in depth knowledge and skills to ensure training commensurate with participants' duties and responsibilities;
 - h) include specific content in the material provided to the participants, notes, exercises, etc., to achieve the minimum technical requirements in relation to the Technical Instructions;
 - i) determine the duration of the training program based on the participants experience o, their initial level of knowledge and other factors, while not reducing the level of competence;
 - j) adopt and adapt recurrent training programs in accordance with the latest amendments in regulations and industry requirements;
 - k) ensure providing recurrent training within stipulated time frame as defined in the Technical Instructions;
 - l) evaluate the competence of the participants upon completion of training with clear and concise examination questions;
 - m) ensure that assessment of the participants is provided with access to relevant regulations and literature;
 - n) establish a realistic examination time limit;
 - o) issue a certificate to demonstrate successful completion of the assessment;
 - p) maintain comprehensive records of training with all necessary information;
 - q) retain initial and recurrent training records, as provided in the Technical Instructions;
 - r) acknowledge the Technical Instructions as the sole authentic legal source for conducting training;
 - s) make a comparison with the mandatory requirements of the Technical Instructions whenever the current edition of the IATA Dangerous Goods Regulations is employed as training.
- (6) The Dangerous Goods Training Provider Certificate shall be issued for an indefinite period.

Establishment of training programmes

Article 28

- (1) The employer of personnel engaged in the transport of dangerous goods by air shall establish and maintain a dangerous goods training programme in accordance with the provisions of the Technical Instructions.

(2) The employer shall establish and maintain dangerous goods training programme for personnel who do not perform any of the specific duties described in the Technical Instructions, but who perform tasks related to the movement of cargo, baggage, passengers or mail. The objective of the programme shall be to ensure that personnel are competent to perform their duties in a manner that prevents the transport of undeclared or illicit dangerous goods on board an aircraft.

(3) All operators shall establish and maintain a dangerous goods training programme, regardless of whether they are authorised to transport dangerous goods as cargo.

(4) Notwithstanding paragraph (3) of this Article, the operator of a single-engine propeller-driven aeroplane with a maximum take-off mass of 5700 kg or less, or with a maximum passenger seating configuration (MOPSC) of 5 or less, operating under VFR by day, taking off or landing at the same aerodrome or operating area, is not required to establish a dangerous goods training programme, but shall ensure that the flight crew has received appropriate instructions to enable them to recognise or detect undeclared dangerous goods carried by passengers or loaded on board as cargo.

(5) Notwithstanding paragraph (3) of this Article, the operator of a single-engine, non-complex, motor-powered helicopter with a maximum operational passenger seating configuration of five or fewer, taking off and landing at the same aerodrome or operating area under VFR by day, shall not be required to establish a dangerous goods training programme, but shall ensure that the flight crew has received appropriate instructions to enable them to recognise or detect undeclared dangerous goods carried by passengers or loaded as cargo.

(6) By way of derogation from paragraph (3) of this Article, an aircraft operator to which EU Regulation 2018/1139 (Annex 1 aircraft) does not apply is not required to establish a dangerous goods training programme, but shall ensure that the flight crew has received the appropriate instructions as necessary by the nature of the operations.

(7) Personnel involved in screening of passengers and crew, their baggage, cargo or mail shall be trained in dangerous goods, regardless of whether the operator of a passenger or cargo aircraft carries dangerous goods on board or not.

Content of training courses for personnel of designated postal operators

Article 29

(1) The training for personnel of the designated postal operator shall be conducted, or the competency thereof verified, prior to the individual assuming the duties for which they are responsible.

(2) The content of the training for various categories of personnel of the designated postal operator shall be determined based on the duties to be performed; as a minimum, such training shall encompass the subject matter established in Table 1.

Table 1. Content of training courses for personnel of designated postal operators

Content	Category		
	A	B	C
General	X	X	X
Limitations	X	X	X
General requirements for shippers	X		
Classification	X		
List of dangerous goods	X		
Packing requirements	X		
Labelling and marking	X	X	X
Dangerous goods transport document and other relevant documentation	X	X	
Acceptance of the dangerous goods listed in Article 4(2)	X		
Recognition of undeclared dangerous goods	X	X	X
Storage and loading procedures			X
Provisions for passengers and crew	X	X	X

Content	Category		
	A	B	C
Emergency procedures	X	X	X

Legend

A — Personnel of designated postal operators involved in accepting mail containing dangerous goods.

B — Personnel of designated postal operators involved in processing mail (other than dangerous goods).

C — Personnel of designated postal operators involved in the handling, storage and loading of mail.

(3) The employer and/or the training service provider shall determine the minimum duration of the training, which shall not be shorter than the durations specified in Table 2 without the approval of the Agency.

Table 2: Minimum Duration of Dangerous Goods Training Courses

	Category	Initial Training (Academic Hours)	Recurrent Training (Academic Hours)
A	Personnel of designated postal operators involved in the acceptance of mail containing dangerous goods.	8	6
B	Personnel of designated postal operators involved in the processing of mail (not containing dangerous goods).	4	3
C	Personnel of designated postal operators involved in the handling, storage, and loading of mail.	4	3

Specialized training programs for the transport of dangerous goods

Article 30

In addition to the training programs specified in Articles 28 and 29 of this Regulation, the Agency may approve other specialized training programs for the transport of dangerous goods by air for:

- a) shippers/consignors in the following areas:
 - infectious substances;
 - infectious substances, category B (UN3373);
 - radioactive material;
 - lithium batteries;
 - certain classes and/or divisions of dangerous goods and
 - one or more specific UN numbers and/or
- b) other personnel who are in any way related to transport of dangerous goods by air.

Validity of training and competency assessment

Article 31

- (1) The validity period of the initial training shall be 24 months from the last day of the month in which the training was completed.
- (2) Recurrent training and the assessment of acquired knowledge (hereinafter: the assessment) shall be conducted within the validity period of the previous training to maintain competency, and shall be completed within the final three months of the validity of the previous training.
- (3) The validity period of recurrent training shall be extended for 24 months from the last day of the month in which the previous training expires, provided that the training was completed within the timeframe specified in paragraph (2) of this Article.

Assessment

Article 32

- (1) The objective of the assessment is to determine the level of acquired theoretical knowledge and the ability to practically apply tasks relevant to a specific, well-defined function.
- (2) The assessment shall verify the actual knowledge and the ability of the training participant to perform the tasks set out in Annex 2, which forms an integral part of this Regulation.

(3) The assessment shall include an introductory briefing for participants, stating that successful completion of the theoretical portion requires a minimum score of 80% correct answers, or at least Level 3 in the practical assessment, in accordance with the scoring matrix established in Annex 3, which forms an integral part of this Regulation.

Employer's records of training and assessment

Article 33

(1) The employer shall maintain records of the training and assessment conducted for its personnel.

(2) The records of training and assessment shall contain:

- (a) the first name and last name of the participants;
- (b) the month of completion of the most recent training and when the assessment was conducted;
- (c) a description of the training materials, a copy of the training materials or a reference to the documents used in the training and assessment;
- (d) the name and address of the organisation conducting the training and assessment and
- (e) evidence clearly demonstrating that the participant has been assessed as competent.

(3) The employer shall retain the records referred to in paragraph (1) of this Article for a minimum of 36 months from the end of the most recent training and assessment. The records shall be made available upon request to the personnel or to the Agency.

Certificate of successful completion of training

Article 34

(1) A certificate of successful completion of training shall be issued by a certified dangerous goods training services provider to personnel who have successfully completed the assessment or who have been assessed as competent.

(2) The certificate referred to in paragraph (1) of this Article shall contain:

- (a) Name of training provider;
- (b) Student registration number;
- (c) Type of training;
- (d) Type of assessment;

- (e) Name of the function or designated postal operator category referred to in Article 29 of this Regulation;
 - (f) Provision of applicable regulation;
 - (g) Student`s name and surname;
 - (h) Has passed the course;
 - (i) Place and date of issuing;
 - (j) Month of expiry;
 - (k) Name and surname of the instructor;
 - (l) Signature of instructor;
 - (m) Name and surname of head of training provider and
 - (n) Signature of the Head of training provider and the official seal of the training provider.
- (3) The training services provider shall maintain a copy of the Certificate of Successful Completion of Training along with the records of the conducted training and assessment.
- (4) Notwithstanding paragraph (1) of this Article, the training service provider conducting training for categories B and C of designated postal operator personnel shall not issue a certificate of passing the exam, but shall instead maintain records in accordance with Article 33 of this Regulation.

Registration numbers

Article 35

- (1) Each certificate issued in accordance with Article 34 of this Regulation shall bear a unique registration number.
- (2) The dangerous goods training service provider shall notify the Agency of all issued certificates and their corresponding registration numbers.

Authorisation of a Dangerous Goods Instructor

Article 36

- (1) Dangerous goods training may be conducted by a dangerous goods instructor who must be authorised by the Agency prior to independently delivering training.
- (2) The Agency shall authorize as a dangerous goods instructor any individual who meets the qualifications and competencies requirements for dangerous goods instructors established in Articles 37 and 38 of this Regulation.
- (3) The Agency shall maintain a registry of all authorised dangerous goods instructors who are authorized.

Requirements for Dangerous Goods Instructor

Article 37

- (1) The Agency may authorize a dangerous goods instructor provided they meet the following conditions:
- a) has comprehensive knowledge of Technical Instructions or IATA Dangerous Goods Regulations;
 - b) has successfully completed dangerous goods training for the function for which they intend to conduct training/assessment;
 - c) has knowledge of national regulations governing the transport of dangerous goods by air;
 - d) demonstrates the ability to prepare lesson plans, brochures, exercises and assessments;
 - e) have successfully completed training in teaching techniques; and
 - f) has at least five years of professional experience involving dangerous goods.
- (2) To be authorised as an instructor for well-defined functions B and/or D as set out in Annex 1 to this Regulation, a candidate for a dangerous goods instructor, in addition to the requirements in paragraph (1) of this Article, shall:
- a) demonstrate an English proficiency level of at least B2 to ensure the ability to understand and interpret the requirements of the Technical Instructions or the IATA Dangerous Goods Regulations; and
 - b) successfully completed dangerous goods instructor training.

Competence of Dangerous Goods Instructors

Article 38

- (1) A dangerous goods instructor conducting initial and recurrent dangerous goods training programs shall deliver training to at least one candidate every 24 months, otherwise, the instructor must attend refresher training course.
- (2) In the event of changes to the applicable regulations for the transport of dangerous goods by air, the instructor shall, through training or other means, acquire the updated information regarding dangerous goods.
- (3) The dangerous goods instructor shall report to the Agency of the training activities conducted, by submitting a report at the beginning of the calendar year for the preceding year, which shall include:

- a) name and surname of the instructor;
- b) name of the training services provider;
- c) type of training;
- d) personnel function;
- g) candidate number;
- e) dates and location of the training; and
- f) mode of instruction(e.g. classroom, CBT, e-learning, self-study and/or practical training).

Dangerous Goods Assessor

Article 39

- (1) A dangerous goods assessor is a person designated by the employer to verify how personnel perform the tasks within the function for which they are responsible.
- (2) The dangerous goods assessor shall observe the performance of personnel following the successful completion of training, evaluate the effectiveness of the training programme and provide feedback to the employer and/or dangerous goods training service provider for the continuous improvement of the training programme.
- (3) The dangerous goods assessor shall assess the personnel from Annex 1 to this Regulation, who perform the tasks specified in items 1, 2, 3 and 4 of Annex 2 to this Regulation, and if he deems it necessary, they may also assess the personnel from Annex 1 to this Regulation, who perform the tasks specified in items 5 and 6 of Annex 2 to this Regulation.

Competence of the dangerous goods assessor

Article 40

- (1) The dangerous goods assessor shall be appointed by employers who holds dangerous goods certificates in accordance with Article 12 of this Regulation.
- (2) The dangerous goods assessor shall possess competences equal or greater than those required for the functions the function in Annex 1 to this Regulation, which he intends to assess, and experience in performing the tasks being evaluated for at least six months within the last five years, in an operational environment that does not necessarily need to have been acquired with the same employer.
- (3) The employer may assign the role of dangerous goods assessor to the person responsible for dangerous goods referred to in Article 13 paragraph (4) of this Regulation, or to another employee who meets the requirements set forth in paragraph (2) of this Article.

Computer-Based Training (CBT) and E-Learning

Article 41

- (1) In the conduct of E-learning, the training service provider shall ensure the presence of a dangerous goods instructor, whereas for Computer-Based Training (CBT), the provider shall ensure the availability of the instructor.
- (2) To conduct training via computer or the internet, the training service provider **shall** shall:
 - a) specify the advantages of the computer or internet – based training;
 - b) ensure compliance with the training requirements of the Technical Instructions and verify that all subject matter is covered;
 - c) ensure the availability of an up – to date manual containing dangerous goods regulations;
 - d) implement appropriate measures for participants who are poorly motivated to learn, i.e. not to fall behind in the learning process;
 - e) oversee the training to ensure participants have a clear understanding of ongoing activities and deadlines;
 - f) ensure that qualified instructors for initial and recurrent training, authorized by the Agency, assist participants with clarifications;
 - g) provide high-speed internet for instructional materials to the participants;
 - h) ensure that digital training programs are not too complex and can be followed by participants with basic computer skills;
 - i) ensure that topics that are difficult to simulate in the classroom are covered with guidance and explanations from the instructor;
 - j) review:
 - networked computers,
 - laptop computers,
 - personal computers,
 - other digital devices (e.g. PDAs and smart phones),
 - printed materials for participants and reference materials;
 - k) ensure all records confirming the completion of the training can be presented upon request in printed format; and
 - l) obtain prior approval from the Agency for the conduct of CBT and /or e-learning programs.

Self-study

Article 42

- (1) The Agency may approve training via self -study from approved manuals containing the applicable regulations for the transport of dangerous goods by air for:
 - a) well-defined functions E, G and Z from Annex 1 to this Regulations, for an operator without a special permit for the transport of dangerous goods by air,
 - b) well-defined functions D and E from Annex 1 to this Regulation, for handling agent, who do not accept and/or handle dangerous goods and
 - c) personnel categories B and C referred to in Article 29, Table 1 of this Regulation.
- (2) The training service provider shall enable the independent participant to contact an authorized dangerous goods instructor for clarification.
- (3) The examination of participants who study on their own from approved manuals shall be carried out in accordance with Article 32 of this Regulation.

Practical training and assessment

Article 43

- (1) Initial and recurrent training for well-defined functions B, D, E and F from Annex 1 to this Regulation shall include practical training organised in either simulated or in workplace environments.
- (2) Practical training for well-defined functions from paragraph (1) of this Article shall include an assessment during and/or at the conclusion of the training.

Recognition of training

Article 44

Trainings conducted outside the Republic of North Macedonia shall be recognised until its date of expiry .

Training Objectives

Article 45

- (1) The employer shall ensure that personnel are competent prior to performing their duties. This shall be achieved by conducting training and assessment in accordance with the tasks for which the individual personnel are responsible.

- (2) The employer shall ensure the effective implementation of the training programme.
- (3) Competency-based training for the transport of dangerous goods shall include:
 - a) general familiarisation/awareness training – personnel shall be trained to become more familiar with the general provisions,
 - b) function-specific training – personnel shall be trained to competently perform any task for which they are responsible, and
 - c) safety training – personnel shall be trained to recognise the hazards of dangerous goods, their safe handling and emergency procedures.
- (4) For personnel who have already been trained and who have been assigned new duties, shall undergo competency check assessment and, if necessary, appropriate additional training.
- (5) Personnel shall be trained to recognise the risks of dangerous goods, to be able to deal with them and to apply appropriate procedures in the event of an emergency.
- (6) The approach to dangerous goods training to ensure that personnel are competent to perform their assigned duties is set out in the Guidance on a Competency-Based Approach to Dangerous Goods Training and Assessment.

V. Procedure for obtaining appropriate documents

Article 46

0 The provisions of the Law on General Administrative Procedure shall apply subsidiary to the procedures for obtaining the relevant documents issued by the Agency pursuant to this Regulation, unless otherwise stipulated herein.

1 Notwithstanding paragraph (1) of this Article, in the procedures established by this Regulation, the parties may submit evidence of compliance with the prescribed conditions in English language.

2 Notwithstanding paragraph (1) of this Article, the administrative procedures for obtaining the relevant documents shall be completed within the shortest possible timeframe, and no later than two months from the date of their initiation.

3 The timeframe referred to in paragraph (3) of this Article shall commence from the date of submission of a complete set of documentation for the respective request, of which the Agency shall notify the applicant.

VI. Transitional and final provisions

Article 47

This Regulation shall enter into force on the day following its publication in the "Official Gazette of the Republic of North Macedonia" and shall start to apply from 1 June 2026.

No. 10-1420/1

11 November 2026

Skopje

Director General

Civil Aviation Agency

Dragi Stojanoski

List of well-defined functions

A	Personnel responsible for the preparation of dangerous goods shipments (e.g., shippers and persons assuming the shipper's responsibilities, including operator personnel acting as shippers; operator personnel preparing Company Materials (COMAT); and packers).
B	Personnel responsible for processing or accepting goods presented as general cargo.
C	Personnel responsible for processing or accepting dangerous goods shipments.
D	Personnel responsible for handling cargo in warehouses, loading/unloading unit load devices (ULDs), and loading/unloading aircraft cargo compartments.
E	Personnel responsible for the acceptance of passenger and crew baggage, managing boarding areas, and other tasks involving direct contact with passengers at the airport.
F	Personnel responsible for planning the loading of the aircraft (Load Planners).
G	Flight Crew members.
H	Flight Operations Officers and Flight Dispatchers.
I	Cabin Crew members.

J

Personnel responsible for the security screening of passengers, crew, and their baggage, cargo, and mail, including immediate supervisors and personnel involved in implementing security procedures.

DANGEROUS GOODS TASK LIST

0. Understanding the Fundamentals of Dangerous Goods

0.1 Identification of Dangerous Goods

- 0.1.1 Understand the meaning of the definition of dangerous goods.
- 0.1.2 Recognize the legal framework (Global, Local, and legal requirements for training).
- 0.1.3 Determine the scope of application.
- 0.1.4 Differentiate between a hazard and a risk.

0.2 Determination of General Limitations

- 0.2.1 Develop awareness of hidden dangerous goods.
- 0.2.2 Recognize the difference between hidden and undeclared dangerous goods.
- 0.2.3 Familiarize with provisions for passengers versus provisions for cargo in various situations (case studies).

0.3 Determination of Roles and Responsibilities

- 0.3.1 0.3.1 Clarify individual and collective roles of stakeholders within the supply chain.
- 0.3.2 0.3.2 Understand the responsibilities of passengers.
- 0.3.3 0.3.3 Recognize the role and impact of State and Operator Variations.

0.4 Understanding the Criticality of Classification and Packing

- 0.4.1 0.4.1 Determine general information regarding Classes and Divisions.
- 0.4.2 0.4.2 Understand the general principles of Packing Groups.
- 0.4.3 Consider multiple hazards (subsidiary risks).

0.5 Interpreting Hazard Communication

- 0.5.1 Recognize various basic requirements for marking.
- 0.5.2 Recognize the variety of labels and their specific meanings.
- 0.5.3 Determine the required documentation for dangerous goods shipments and its role in the transport process.

0.6 Familiarization with Basic Emergency Procedures

- 0.6.1 Establish awareness of general emergency procedures.
- 0.6.2 Apply employer requirements for handling emergency situations.

1. Classifying dangerous goods

- 1.1. Evaluate substance or article against classification criteria
 - 1.1.1. Determine if it is dangerous goods
 - 1.1.2. Determine if it is forbidden under any circumstances
- 1.2. Determine dangerous goods description
 - 1.2.1. Determine class or division
 - 1.2.2. Determine packing group
 - 1.2.3. Determine proper shipping name and UN number
 - 1.2.4. Determine if it is forbidden unless approval or exemption is granted
- 1.3. Review special provisions
 - 1.3.1. Assess if special provision(s) is applicable
 - 1.3.2. Apply special provision(s)

2. Preparing dangerous goods shipment

- 2.1. Assess packing options including quantity limitations
 - 2.1.1. Consider limitations (de minimis quantities, excepted quantities, limited quantities, passenger aircraft, cargo aircraft only, special provisions, dangerous goods in the mail)
 - 2.1.2. Consider State and operator variations
 - 2.1.3. Determine if all-packed-in-one can be used
 - 2.1.4. Select how dangerous goods will be shipped based on limitations and variations
- 2.2. Apply packing requirements
 - 2.2.1. Consider constraints of packing instructions
 - 2.2.2. Select appropriate packaging materials (absorbent, cushioning, etc.)
 - 2.2.3. Assemble package
 - 2.2.4. Comply with the packaging test report when UN specification packaging is required
- 2.3. Apply marks and labels
 - 2.3.1. Determine applicable marks
 - 2.3.2. Apply marks

- 2.3.3. Determine applicable labels
- 2.3.4. Apply labels
- 2.4. Assess use of overpack
 - 2.4.1. Determine if overpack can be used
 - 2.4.2. Apply marks if necessary
 - 2.4.3. Apply labels if necessary
- 2.5. Prepare documentation
 - 2.5.1. Complete the dangerous goods transport document
 - 2.5.2. Complete other transport documents (e.g. air waybill)
 - 2.5.3. Include other required documentation (approvals/exemptions, etc.)
 - 2.5.4. Retain copies of documents as required

3. Processing/accepting cargo

- 3.1. Review documentation
 - 3.1.1. Verify dangerous goods transport document
 - 3.1.2. Verify other transport documents (e.g. air waybill)
 - 3.1.3. Verify other documents (exemptions, approvals, etc.)
 - 3.1.4. Verify State/operator variations
- 3.2. Review package(s)
 - 3.2.1. Verify marks
 - 3.2.2. Verify labels
 - 3.2.3. Verify package type
 - 3.2.4. Verify package conditions
 - 3.2.5. Verify State/operator variation
- 3.3. Complete acceptance procedures
 - 3.3.1. Complete acceptance checklist
 - 3.3.2. Provide shipment information for load planning
 - 3.3.3. Retain documents as required
- 3.4. Process/accept cargo other than dangerous goods
 - 3.4.1. Check documentation for indications of undeclared dangerous goods

3.4.2. Check packages for indications of undeclared dangerous goods

4. Managing cargo pre-loading

4.1. Plan loading

4.1.1. Determine stowage requirements

4.1.2. Determine segregation, separation, aircraft/compartment limitations

4.2. Prepare load for aircraft

4.2.1. Check packages for indications of undeclared dangerous goods

4.2.2. Check for damage and/or leakage

4.2.3. Apply stowage requirements (e.g. segregation, separation, orientation)

4.2.4. Apply ULD tags when applicable

4.2.5. Transport cargo to aircraft

4.3. Issue NOTOC

4.3.1. Enter required information

4.3.2. Verify conformance with load plan

4.3.3. Transmit to loading personnel

5. Accepting passenger and crew baggage

5.1. Process baggage

5.1.1. Identify forbidden dangerous goods

5.1.2. Apply approval requirements

5.2. Accept baggage

5.2.1. Apply operator requirements

5.2.2. Verify passenger baggage requirements

5.2.3. Advise pilot-in-command

6. Transporting cargo/baggage

6.1. Load aircraft

6.1.1. Transport cargo/baggage to aircraft

6.1.2. Check packages for indications of undeclared dangerous goods

- 6.1.3. Check for damage and/or leakage
- 6.1.4. Apply stowage requirements (e.g. segregation, separation, orientation, securing and protecting from damage)
- 6.1.5. Verify that NOTOC reflects against aircraft load
- 6.1.6. Verify passenger baggage requirements
- 6.1.7. Inform pilot-in-command and flight operations officer/flight dispatcher
- 6.2. Manage dangerous goods pre- and during flight
 - 6.2.1. Detect presence of dangerous goods not permitted in baggage
 - 6.2.2. Interpret NOTOC
 - 6.2.3. Apply procedures in the event of an emergency
 - 6.2.4. Inform flight operations officer/flight dispatcher/air traffic control in the event of an emergency
 - 6.2.5. Inform emergency services of the dangerous goods on board in the event of an emergency
- 6.3. Unload aircraft
 - 6.3.1. Apply specific unloading considerations
 - 6.3.2. Check packages for indications of undeclared dangerous goods
 - 6.3.3. Check for damage and/or leakage
 - 6.3.4. Transport cargo/baggage to facility/terminal

7. Collecting safety data

- 7.1. Report dangerous goods accidents
- 7.2. Report dangerous goods incidents
- 7.3. Report undeclared/misdeclared dangerous goods
- 7.4. Report dangerous goods occurrences

Scoring Matrix for Practical Skills Assessment

Score	Competency Assessment
1	The participant did not correctly apply procedures as they rarely demonstrated the required knowledge/skills.
2	The participant applied procedures at a minimally acceptable level, only occasionally demonstrating specific knowledge/skills.
3	The participant applied procedures in an appropriate manner, regularly demonstrating most of the required knowledge/skills.
4	The participant effectively applied procedures, regularly demonstrating all required knowledge/skills.
5	The participant applied procedures in an exemplary manner, consistently demonstrating all required knowledge/skills.