



Flight Operations Standards Directorate

**Commercial Air Transport Section - Training & Checking Arrangements
Dangerous Goods Instructor (DGI) Authorization Issuance Application Form**

Ground Instructor Authorization is Valid For 24 Calendar Months

For initial issuance - Submitted within a minimum of 10 days before authorization use is required

A. FOR AOC HOLDER/APPLICANT USE ONLY

1. AOC Holder/Applicant Details.

• Operator name			
• Crew training post holder contact details	Name	Phone No.	E-Mail

2. Dangerous Goods Instructor (DGI) Authorization Details.

• Applicant name	
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3. Dangerous Goods Instructor (DGI) Authorization Issuance Requirements.

No.	JCAR OPS 1 Requirements	YES	NO
a	Have a minimum of 5 years working experience in cargo operations, including dangerous goods handling and acceptance		
b	Have completed dangerous goods training program in Category 6		
c	Hold a valid 24 month dangerous goods recurrent training in Category 6		
d	Full time employment with AOC holder/applicant		
e	Complete teaching and learning course for ground instructor		
f	Complete the operator internal training program		
g	Complete skill level assessment through demonstration lecture and acceptance interview with CARC dangerous goods inspector		

4. Crew Training Post Holder Recommendation.

• I hereby certify that, the applicant meets JCARs Requirements for dangerous goods instructor authorization issuance, and I am satisfied that the information contained in this application is true, correct and completed

Name	Signature	Date



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B. FOR CARC USE ONLY

1. DGI Authorization Issuance - Documents Assessment.

No.	Assessment Events	YES	NO
a	Check the applicant record for a minimum of 5 years working experience in cargo operations, including dangerous goods handling and acceptance		
b	Check the applicant record for the completion of the dangerous goods training program in Category 6		
c	Check the applicant record for a valid 24 month dangerous goods recurrent training in Category 6		
d	Check the applicant record for the full time employment with the AOC holder/applicant		
e	Check the applicant record for the completion of the teaching and learning course for ground instructor		
f	Check the applicant record for the completion of the operator internal training program		

<ul style="list-style-type: none"> Assessment Result 	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Unsatisfactory
<ul style="list-style-type: none"> Remarks 		
Dangerous Goods Inspector Name	Signature	Date

2. DGI Authorization Issuance - Assessor Designation.

<ul style="list-style-type: none"> The under signed, Chief Commercial Air Transport Section authorises Mr.....to conduct skill level assessment for dangerous goods instructor authorization through lecture demonstration and interview 		
Name	Signature	Date

3. DGI Authorization Issuance - Technical Assessment. DGI authorization issuance skill level assessment through demonstration lecture and interview with CARC dangerous goods inspector.

No.	Assessment Event	YES	NO
a	Lecture demonstration. Assess the applicant instructional skill level to include:		
(1)	Lecture subject relevant to the flight crew approved training program		
(2)	Lecture structure		
(3)	Use of training aids		
(4)	Eye contact		
(5)	Handling questions		
(5)	Control of trainees		
(6)	English proficiency		
(7)	Depth of knowledge		
(8)	Confidence		

b	Interview. Assess the applicant knowledge for:		
(1)	Dangerous goods instructor privileges		
(2)	Dangerous goods instructor re-authorization requirements		
(3)	Dangerous goods training program		
(4)	Dangerous goods training program implementation procedures		

<ul style="list-style-type: none"> Lecture & Interview Date 	<ul style="list-style-type: none"> Assessment Result 	<input type="checkbox"/> SAT	<input type="checkbox"/> UNSAT
<ul style="list-style-type: none"> Remarks 			
Dangerous Goods Inspector Name	Signature	Date	



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4. DGI Authorization Issuance.

a. DGI Authorization Details.

• Applicant name	
• Authorization type	• Dangerous Goods Instructor (DGI) Authorization
• AOC holder name	
• Authorization expiry date - calendar months	

b. DGI Authorization Privileges.

• Exercise the privilege of conducting dangerous goods initial and recurrent training for all the categories of ICAO Technical Instruction for the AOC holder/applicant

Dangerous Goods Inspector Name	Signature	Date

C. SUPPORTING DOCUMENTS.

- Cover letter from the AOC holder for the dangerous goods instructor (DGI) authorization issuance.
- Dangerous goods instructor (DGI) authorization issuance application form - this application form.
- Supporting documents for dangerous goods instructor (DGI) authorization issuance as detailed in this application form Part A para 3 a-f.