



Date : 2019/05/21 التاريخ :

Ref : 19/542/DDGASD/4 الإشارة :

REGULATORY CIRCULAR (NO. 2019-19)

Subject:

Notice of Amendment to Kuwait Civil Aviation Safety Regulations KCASR (issue 4).

Purpose:

The purpose of this Regulatory Circular No. 2019-19 is to amend KCASR 18 - THE SAFE TRANSPORTATION OF DANGEROUS GOODS BY AIR.

Revisions:

This amendment will be included in revision (01) of the KCASR 18 - The Safe Transportation of Dangerous Goods by Air.

Regulatory Requirements:

This amendment shall apply to the following Organizations approved by the Directorate General of Civil Aviation (DGCA) or authorized to operate within the State of Kuwait:

1. Approved Maintenance Organizations (AMO) Holders;
2. Air Navigation Service Providers;
3. Air Operator Certificate (AOC) & Private Operator Certificate (POC) Holders;
4. Airport Operators;
5. Ground Handling Service Providers;
6. Flying Training Organizations.
7. All users of KCASRs.

Effective Date:

This new revision will be in effect from the date of issue of the Regulatory Circular.

Required Action:

All users of KCASR are required to comply with the provisions contained within this amendment from the effective date.

President of Civil Aviation

Eng. Emad F. Al-Jelwi
Deputy Director General for Aviation
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STATE OF KUWAIT
Directorate General of Civil Aviation



دولة الكويت
الإدارة العامة للطيران المدني

Date : 2019/05/21 التاريخ :

Ref : 19/552/DDGASD/4 الإشارة :

Deputy Director General for Air Navigation Affairs,
Directorate General of Civil Aviation,
Kuwait.

Sub.: Regulatory Circular No. 2019-19.
Revision Number 01 to Kuwait Civil Aviation Safety Regulations - KCASR 18 -
The Safe Transportation of Dangerous Goods by Air.

Dear Sir,

Please find enclosed herewith the regulatory circular No. 2019-19 regarding the issuance of *KCASR 18 - The Safe Transportation of Dangerous Goods by Air*. This is for your information and distribution to all concerned departments.

Up to date KCASR Parts are published on the DGCA/ASD website (<https://kcasr.dgca.gov.kw>).

If required, the DGCA/Aviation Safety Department personnel are available to answer your questions on the interpretation and intended implementation of the proposed amendments.

KCASR 18 - The Safe Transportation of Dangerous Goods by Air will be in effect from the date of issue of the Regulatory Circular.

Yours Sincerely,

Deputy Director General for Aviation Safety,
Air Transport & S.M.C.C Affairs.

Eng. Emad F. Al-Jelwi
Deputy Director General for Aviation
Safety, Air Transport, Civil Aviation
Security Department & Safety Management
Coordination Center Affairs



Cc: President of Civil Aviation.
Director General of Civil Aviation.
Aviation Safety Director.
Air Transport Director.
Inspection & oversight Superintendent.
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الطيران المدني

Civil Aviation


دولة الكويت - State of Kuwait

Kuwait Civil Aviation Safety Regulations

KCASR 18 – THE SAFE TRANSPORTATION OF DANGEROUS GOODS BY AIR

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Amendment Record

[illegible]



CHAPTER 1 - DEFINITIONS

When the following terms are used in this regulation, they have the following meanings:

Approval

An authorization granted by Kuwait DGCA for:

- a) the transport of dangerous goods forbidden on passenger and/or cargo aircraft where the Technical Instructions state that such goods may be carried with an approval; or
- b) other purposes as provided for in the Technical Instructions.

Acceptance Check List

A document used to assist in carrying out a check on the external appearance of packages of dangerous goods and their associated documents to determine that all appropriate requirements has been met.

Cargo Aircraft

Any aircraft, other than a passenger aircraft, which is carrying goods or property.

Consignment

One or more packages of dangerous goods accepted by an operator from one shipper at one time and at one address, receipted for in one lot and moving to one consignee at one destination address.

Crew Member

A person assigned by an operator to duty on an aircraft during a flight duty period.

Dangerous Goods

Articles or substances which are capable of posing a hazard to health, safety, property or the environment and which are shown in the list of dangerous goods in the Technical Instructions or IATA DG Regulations which are classified according to those Instructions.

Dangerous Goods Accident


An occurrence associated with and related to the transport of dangerous goods by air, which results in fatal or serious injury to a person or major property damage.

Dangerous Goods Incident

An occurrence, other than a dangerous goods accident, associated with and related to the transport of dangerous goods by air, not necessarily occurring on board an aircraft, which results in injury to a person, property damage, fire, breakage, spillage, leakage of fluid or radiation or other evidence that the integrity of the packaging has not been maintained. Any occurrence relating to the transport of dangerous goods, which seriously jeopardizes the aircraft or its occupants, is also deemed to constitute a dangerous goods incident.

Dangerous Goods Transport Document

A document, which is specified by the Technical Instructions or IATA DG Regulations. It is completed by the person who offers dangerous goods for air

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transport and contains information about those dangerous goods. The document bears a signed declaration indicating that the dangerous goods are fully and accurately described by their proper shipping names and UN numbers (if assigned) and that they are correctly classified, packed, marked, labelled and in a proper condition for transport.



DGCA

Directorate General of Civil Aviation

DGCA/ASD

Directorate General of Civil Aviation/Aviation Safety Department

Designated postal operator

Any governmental or non-governmental entity officially designated by a 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

Exception

A provision in this regulation, which excludes a specific item of dangerous goods from the requirements normally applicable to that item.

Exemption

An authorization issued by Kuwait DGCA providing relief from the provisions of this regulation.

Flight Crewmember

A licensed crewmember charged with duties essential to the operation of an aircraft during flight duty period.

Freight Container

A freight container is an article of transport equipment for radioactive materials, designed to facilitate the transport of such materials, either packed or unpacked, by one or more modes of transport.

Note: See Unit Load Device where the dangerous goods are not radioactive materials.

Ground Handling Agent (GHA)

An agency, which performs on behalf of the operator some or all of the latter's functions including receiving, loading, unloading, transferring or other processing of passengers or cargo.

IATA Regulation

The current edition of IATA Dangerous Goods Regulation as promulgated by the IATA dangerous goods board and its relevant amendments.

Incompatible

Describing dangerous goods, this if mixed, would be liable to cause a dangerous evolution of heat or gas or produce a corrosive substance.

Operator

A person, organization, or enterprise engaged in or offering to engage in an aircraft operation.

Over Pack

An enclosure used by a single shipper to contain one or more packages and to form one handling unit for convenience of handling and stowage.

Note: A unit load device is not included in this definition.



Package

The complete product of the packing operation consisting of the packaging and its contents prepared for transport.

Packaging

Receptacles and any other components or materials necessary for the receptacle to perform its containment function and to ensure compliance with the packing requirements of this regulation.

Packing

The art and operation by which article or substances are enveloped in wrapping and/or enclosed in packaging or otherwise secured.

Passenger Aircraft

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.

Pilot-in-Command

The pilot designated by the operator, or in the case of general aviation, the owner, as being in command and charged with the safe conduct of a flight.

Proper Shipping Name

The name to be used to describe a particular article or substance in all shipping documents and notifications and, where appropriate, on packaging.

Safety management system (SMS)

A systematic approach to managing safety, including the necessary organizational structures, accountabilities, policies and procedures.

Serious Incident

An incident involving circumstances indicating that an accident nearly occurred.

Note: - *The difference between an accident and a serious incident lies only in the result.*

Serious Injury

An injury, which is sustained by a person in an accident and which: -

- a) requires hospitalization for more than 48 hours, commencing within seven days from the date the injury was received; or
- b) results in a fracture of any bone (except simple fracture of fingers, toes or nose); or
- c) involves lacerations which cause severe haemorrhage, nerve, muscle or tendon damage; or
- d) involves injury to any internal organ; or
- e) involves second or third degree burns, or any burns affecting more than 5 percent of the body surface; or
- f) Involves verified exposure to infectious substances or injurious radiation.



State of Destination

The State in the territory of which the consignment is finally to be unloaded from an aircraft.

State of Origin

The state in the territory of which the cargo was first loaded on an aircraft.

State of the Operator

The state in which the operator has his principal place of business or, if he has no such place of business, his permanent residence.

State of Registry

The state on whose register the aircraft is entered.

Technical Instructions

The latest effective edition of the Technical Instructions (Doc. 9284-AN/905) for the Safe Transport of Dangerous Goods by Air, including the supplement, amendments, and any Addendum, approved and published by decision of the council of the International Civil Aviation Organization.

UN Number

The four-digit number assigned by the United Nations Committee of Experts on the Transport of Dangerous Goods and on the Globally Harmonized System of Classification and Labelling of Chemicals to identify an article or substance or a particular group of articles or substances.

Unit Load Device

Any type of freight container, aircraft container, aircraft pallet with a net, or aircraft pallet with a net over an igloo.

Note: - An over pack is not included in this definition.

Note 1. KCASR 19 includes safety management provisions for air operators. Further guidance is contained in the Safety Management Manual (SMM) (Doc 9859).

Note 2. The carriage of dangerous goods is included in the scope of the operator's safety management system (SMS).



CHAPTER 2 – APPLICABILITY

2.1 General Applicability

2.1.1. The requirements of this Regulation shall be applicable to all international operations of civil aircraft. Kuwait DGCA/ASD is the Designated Authority in the State of Kuwait for the Safe Transportation of Dangerous Goods by Air. In cases of extreme urgency or when other forms of transport are inappropriate or full compliance with the prescribed requirements is contrary to the public interest, the Kuwait DGCA may grant exemptions from these provisions provided that in such cases every effort shall be made to achieve an overall level of safety in transport which is equivalent to the level of safety provided by these provisions. For over flight, if none of the criteria for granting an exemption are relevant, an exemption may be granted based solely on whether it is believed that an equivalent level of safety in air transport has been achieved.

Note 1: *The States concerned are the States of Origin, transit, overflight and destination of the consignment and the State of the Operator.*

Note 2: *Refer to 4.2 for dangerous goods normally forbidden for which States may grant an exemption.*

Note 3: *Refer to 4.3 for dangerous goods forbidden for transport by air under any circumstances.*

Note 4: *The requirement of this regulation should not be interpreted as requiring an operator to transport a particular article or substance or as preventing an operator from adopting special requirements on the transport of a particular article or substance.*

Note 5: *DGCA shall inform ICAO of any difficulties encountered in the application of Technical Instructions and of any amendments which it would be desirable to make to them.*

2.1.2. Kuwait Civil Aviation Safety Regulation expressly forbids the Airline, Operator, GHA, Shippers and Freight Forwarders to accept, process or transport of dangerous goods by air unless it is approved/accepted by the Directorate General of Civil Aviation subject to the applicable conditions laid down in this Regulation.

2.1.3. No person shall accept, process or transport Class 1 explosive material unless they hold a valid written permission from the Kuwait Ministry of Interior and the Kuwait DGCA.

2.1.4. No person shall accept, process or transport Class 7 radioactive materials unless they hold a valid written permission from Kuwait Ministry of Health and the Kuwait DGCA.

2.1.5. Dangerous goods in excepted quantities as specified in the Technical Instructions or IATA DG Regulations may be exempted from the marking, labelling and documentation requirements of this regulation.

2.2 Movement of Dangerous Goods within Kuwait's Territory

Kuwait DGCA shall facilitate movement of dangerous goods within its territory which are consigned from another Contracting State in accordance with an amendment to the Technical Instructions contained in the *Technical Instructions for the Safe Transport of Dangerous Goods by Air (Doc 9284)* with an immediate applicability, for reasons of safety may not yet have been implemented by Kuwait DGCA, provided the goods comply in total with the revised requirements.



2.3 Over Flight Permission for Aircraft Carrying Dangerous Goods

An Operator desires to carry dangerous goods and applying for permission to overfly the Kuwait Flight Information Region (FIR), must ensure that all dangerous goods have been packed, marked, labelled and handled in accordance with ICAO Annex 18 – Safe Transport of Dangerous Goods by Air, and the requirements of ICAO Technical Instructions Doc. 9284-AN/905 or IATA DG Regulations, and must make an undertaking to DGCA to this effect. This undertaking must be made at the time of providing notification of over flight/applying for the required permission.

Note: A copy of any written exemption granted by DGCA shall accompany the relevant consignment.

2.4 Dangerous Goods Technical Instructions


Each Operator, GHA, Shipper and Freight Forwarder shall take the necessary measures to achieve compliance with the detailed provisions contained in the Technical Instructions for the Safe Transport of Dangerous Goods by Air (Doc 9284), approved and issued periodically in accordance with the procedure established by the ICAO Council. Each Operator, GHA, Shipper and Freight Forwarder shall also take the necessary measures to achieve compliance with any amendment to the Technical Instructions, which may be published during the specified period of applicability of an edition of the Technical Instructions.

2.5 Domestic Civil Aircraft Operations

In the interests of safety and of minimizing interruptions to the international transport of dangerous goods, all operators shall take necessary measures to achieve compliance with this regulation and the ICAO Technical Instructions or IATA DG Regulations for domestic civil aircraft operations.

2.6 Exceptions

- 2.6.1 Subject to the provisions of this regulation, nothing in these regulations shall apply to any aircraft operation involving the spraying or dropping of articles/substances involved in agricultural, horticultural, forestry, pollution or disaster control.
- 2.6.2 These regulations shall not apply to dangerous goods of the types specified in the Technical Instructions or IATA DG Regulations which are:-
- articles and equipment required to be carried on an aircraft for the purpose of the good order of the flight in accordance with normal practice whether or not such articles and equipment are required to be carried or intended to be used on that particular flight;
 - solely intended for the use of passengers or crew members or for sale to passengers or crew members of the aircraft during the flight in question;

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- c) to provide veterinary or humane killer for an animal during flight; and
- d) to provide medical aid to a person or persons during flight.

2.6.3 Articles and substances which would otherwise be classed as dangerous goods but which are required to be aboard the aircraft in accordance with the pertinent airworthiness requirements and operating regulations, or for those specialized purposes identified in the Technical Instructions or IATA DG Regulations, shall be excepted from the provisions of this regulation.

2.6.4 Where articles and substances intended as replacements for those described in 2.6 (2) or which have been removed for replacement are carried on an aircraft, they shall be transported in accordance with the provisions of this regulation except as permitted in the Technical Instructions or IATA DG Regulations.

2.6.5 The goods specified in sub-paragraphs 2.6(2) (c) and (d) above shall only be carried if:-

- a) They are or may required for the use during the flight;
- b) They are or may be required for use during a subsequent flight by the same aircraft and it will not be practicable to load the goods on the aircraft in the intervening period before the commencement of that subsequent flight; and
- c) They were used or might have been required for use during a previous flight by the same aircraft and it has not been practicable to unload them from the aircraft since that flight.

2.6.6 Specific articles and substances carried by passengers or crewmembers shall be accepted from the provisions of this regulation to the extent specified in the ICAO Technical Instructions or IATA DG Regulations.

2.7 Notification to ICAO

2.7.1 Kuwait DGCA shall notify ICAO of any different provisions, for those specified in the Technical Instructions, it adopts.

2.7.2 Kuwait DGCA shall notify ICAO of any variations or difficulties encountered in the application of ICAO Technical Instructions or IATA DG Regulations and of any amendments, which Kuwait DGCA would be desirable to make to them.

2.7.3 Kuwait DGCA shall take the necessary measures to notify ICAO when an operator adopts more restrictive requirements than those specified in the Technical Instructions.

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CHAPTER 3 - CLASSIFICATION

The classification of an article or substance shall be in accordance with the provisions of the ICAO Technical Instructions or IATA DG Regulations.

Note: *The detailed definitions of the classes of dangerous goods are contained in the Technical Instructions. These classes identify the potential hazards associated with the transport of dangerous goods by air and are those recommended by the United Nations Committee of Experts on the Transport of Dangerous Goods.*



CHAPTER 4 - LIMITATION ON THE TRANSPORT OF DANGEROUS GOODS BY AIR

4.1 Dangerous Goods Permitted for Transport by Air

The transport of dangerous goods by air shall be forbidden except as established in this regulation and the detailed specifications and procedures provided in the ICAO Technical Instructions or IATA DG Regulations.

4.2 Dangerous Goods Forbidden for Transport by Air unless Exempted

The dangerous goods described hereunder shall be forbidden on aircraft unless exempted by the States concerned under the provisions of 2.6 or unless the provisions of the Technical Instructions indicate they may be transported under an approval issued by the State of Origin:

- 1) articles and substances that are identified in the Technical Instructions as being forbidden for transport in normal circumstances; and
- 2) Infected live animals.

4.3 Dangerous Goods Forbidden for Transport by Air under any Circumstances

No person shall accept, process or transport articles and substances that are specifically identified by name or by generic description in the Technical Instructions or IATA DG Regulations as being forbidden for transport by air under any circumstances.



CHAPTER 5 - PACKING

5.1 General Requirements

Dangerous goods shall be packed in accordance with the provisions of this chapter and as provided for in the ICAO Technical Instructions or IATA DG Regulations.

5.2 Packagings

- 1) Packagings used for the transport of dangerous goods by air shall be of good quality and shall be constructed and securely closed to prevent leakage, which might be caused in normal conditions of transport, by changes in temperature, humidity or pressure, or by vibration.
- 2) Packagings shall be suitable for the contents.

Packagings in direct contact with dangerous goods shall be resistant to any chemical or other action of such goods.
- 3) Packagings shall meet the material and construction specifications in the Technical Instructions or IATA DG Regulations.
- 4) Packagings shall be tested in accordance with the provisions of the Technical Instructions or IATA DG Regulations.
- 5) Packagings for which retention of a liquid is a basic function, shall be capable of withstanding, without leaking, the pressure stated in the Technical Instructions or IATA DG Regulations.
- 6) 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(s) during normal conditions of air transport. Cushioning and absorbent materials shall not react dangerously with the contents of the packaging.
- 7) No packaging shall be re-used until it has been inspected and found free from corrosion or other damage. Where a packaging is re-used, all necessary measures shall be taken to prevent contamination of subsequent contents.
- 8) If, because of the nature of their former contents, un-cleaned empty packaging may present a hazard, they shall be tightly closed and treated according to the hazard they constitute.
- 9) No harmful quantity of a dangerous substance shall adhere to the outside of packages.



CHAPTER 6 - LABELING AND MARKING

6.1 Labels

Unless otherwise provided for in the ICAO Technical Instructions or IATA DG Regulations, each package of dangerous goods shall be labelled with the appropriate labels and in accordance with the provisions set forth in those Instructions or Regulations.

6.2 Markings

- 1) Unless otherwise provided for in the ICAO Technical Instructions or IATA DG Regulations, each package of dangerous goods shall be marked with the proper shipping name of its contents and, when assigned, the UN number and such other markings as may be specified in those Instructions.
- 2) Specification markings on packaging. Unless otherwise provided for in the Technical Instructions or IATA DG Regulations, each packaging manufactured to a specification contained in those Instructions shall be so marked in accordance with the appropriate provisions of those Instructions and no packaging shall be marked with a packaging specification marking unless it meets the appropriate packaging specification contained in those Instructions or Regulations.

6.3 Languages to be used for Markings

In addition to the languages required by the State of Origin, English should be used for the markings related to dangerous goods.



CHAPTER 7 - RESPONSIBILITIES OF SHIPPERS AND FREIGHT FORWARDERS

7.1 General Rules and Requirements

- 1) Before a person offers a package or over pack of dangerous goods for transport by air, that person shall ensure that the dangerous goods are not forbidden for transport by air and are properly classified, packed, marked, labelled and accompanied by a properly executed dangerous goods transport document, as specified in this regulation and the ICAO Technical Instructions or IATA DG Regulations.
- 2) The shipper, and the shipper alone, is responsible for properly preparing a shipment of dangerous goods for transport by air, as he is the only person having direct knowledge of what is being shipped. All other parties subsequently involved in the shipment are reliant on information provided by the shipper. Where the shipper does not have staff trained in accordance with the Technical Instructions or IATA DG Regulations, the freight forwarder may act on the shipper's behalf to provide such technical support/advise as may be required in order to correctly and safely prepare the shipment.
- 3) Shippers of dangerous goods shall process such goods for transport by air utilizing the services of only those freight forwarder agencies that have been inspected and certified by DGCA as being competent to perform such operations. All Freight Forwarders shall submit an application, staff qualification and prescribed fees as per KCASR 27. Such agencies will prominently display a DGCA DG Acceptance Certificate. The DG training of a minimum of two freight forwarding staff members shall be current.
- 4) Acceptance and processing of dangerous goods by air by a non-certified freight forwarder (either directly or temporary assignment to an alternative freight forwarder in subversion of Regulation 7.1 (1) above) would be considered to be in violation of the Kuwait Civil Aviation Safety Regulations and will subject the violator to applicable penalties.
- 5) Before consigning any package of dangerous goods for carriage by air, the shipper and freight forwarder shall ensure that:
 - a) The goods are correctly identified and classified. When in doubt as to the correct identification of the goods in question, the shipper should refer to the manufacturer to obtain the necessary information – or – should seek the services of a reputable chemical laboratory for substance analysis. The latter also applies as/when a leak or spill occurs in the aircraft cargo hold, on the apron, or elsewhere on the aerodrome, of a substance of unknown and questionable composition;
 - b) The goods are not of a category whose carriage by air is prohibited by relevant provisions of the Technical Instructions or IATA DG Regulations;



- c) The goods are packed, marked, labelled, transported to or from aerodrome (surface transport) in accordance with the Technical Instructions or IATA DG Regulations and that the packing used is in compliance with specifications as stipulated in those documents;
- d) Packagings used for the transport of dangerous goods by air shall be of good quality and shall be constructed and 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.
- e) Packagings shall be suitable for the contents. Packagings in direct contact with dangerous goods shall be resistant to any chemical or other action of such goods.
- f) Packagings shall meet the material and construction specification in the Technical Instruction.
- g) Packagings shall be tested in accordance with the provisions of Technical Instructions.
- h) Packagings for which retention of a liquid is a basic function, shall be capable of withstanding, without leaking, the pressure stated in the Technical Instructions.
- i) 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(s) during normal conditions of air transport. Cushioning and absorbent materials shall not react dangerously with the content of the inner packaging.
- j) No packaging shall be re-used until it has been inspected and found free from corrosion or other damage. Where a packaging is re-used, all necessary measures shall be taken to prevent contamination of subsequent contents.
- k) If, because of the nature of their former contents, un-cleaned empty packaging may present a hazard, they shall be tightly closed and treated according to the hazard they constitute.
- l) No harmful quantity of a dangerous substance shall adhere to the outside of packages.
- m) Unless otherwise provided for in the Technical Instructions, each package of dangerous goods shall be labelled with the appropriate labels and in accordance with the provisions set forth in those Instructions.
- n) Unless otherwise provided for in the Technical Instructions or IATA DG Regulations, each package of dangerous goods shall be marked with the proper shipping name of its contents and, when assigned, the UN number and such other markings as may be specified in those Instructions or Regulations.
- o) *Specification markings on packaging.* Unless otherwise provided for in the Technical Instructions or IATA DG Regulations, each packaging



manufactured to a specification contained in those Instructions shall be so marked in accordance with the appropriate provisions of those Instructions and no packaging shall be marked with a packaging specification marking unless it meets the appropriate packaging specification contained in those Instructions or Regulations.

- p) In addition to the language which may be required by the State of Origin, English shall be used for the markings related to dangerous goods.
- q) The special provisions and the State and Operator variations applied to articles and substances as contained in the list of dangerous goods are appropriately administered.;
- r) The dangerous goods transport document or shipper's declaration as required by 7.2 of this regulation, has been completed and the **declaration therein has been signed by the true shipper of the goods.**

7.2 Transport Document (TD) & Shipper's Declaration (SD)

The Dangerous Goods Transportation Document (TD) or Dangerous Goods Shipper's Declaration (SD).

- 1) An aircraft shall not carry dangerous goods unless the shipper of the goods has furnished the operator of the aircraft, with TD or SD except that such document shall not be required in respect of those categories of dangerous goods specified in the Technical Instructions or IATA DG Regulations as being goods for which such document is not required.
- 2) The TD or SD shall be **completed and signed** only by the actual shipper of the goods and it shall:-
 - a) describe the dangerous goods in accordance with, and contain such information as is required by, the provisions of the Technical Instructions or IATA DG Regulations; and
 - b) contain a declaration stating that the dangerous goods are:-
 - i) fully and accurately described by their proper shipping name;
 - ii) correctly classified, packaged, marked and labelled; and
 - iii) In all respects in proper condition for carriage by air according to applicable international and national governmental regulations.
- 3) The TD or SD shall be completed and signed in duplicate by the shipper (the second copy may be a carbon copy). One copy of the document will be attached to the Airway bill and the second copy (or carbon copy) shall be retained on file by the operator or the ground handling service acting on his behalf for a minimum of three months, together with any other document in respect of dangerous goods furnished to the Shipper in accordance with these regulations (as a minimum: the acceptance checklist and a copy of the written

information provided by the pilot-in-command and which has been receipt acknowledged with his signature)

Note: In addition to information specified by the Technical Instructions/IATA DG Regulations as required for inclusion on the TD or SD, the emergency (24 hr) telephone numbers for consigner and consignee shall also be included in the entries identifying each.

7.3 Languages to be used

In addition to the languages required by the State of Origin, English should be used for the dangerous goods transport documents.



CHAPTER 8 – RESPONSIBILITIES OF OPERATORS OR GROUND HANDLING AGENCIES (GHA) ACTING ON BEHALF OF THE OPERATOR.

8.1 Acceptance for Transport

An Operator or GHA acting on behalf of the operator shall not accept dangerous goods for transport by air:

- 1) unless the dangerous goods are accompanied by a completed dangerous goods transport document, except where the Technical Instructions or IATA DG Regulations indicate that such a document is not required; and
- 2) Until the package, over pack or freight container containing the dangerous goods has been inspected in accordance with the acceptance procedures contained in the Technical Instructions or IATA DG Regulations along with appropriate acceptance checklist which shall be completed in duplicate.

Note 1: See Chapter 12 concerning the reporting of dangerous goods accidents and incidents.

Note 2: Special provisions relating to the acceptance of over packs are contained in the Technical Instructions.

- 3) The operator of an aircraft or GHA shall ensure that dangerous goods to be transported by air are received from Kuwait DGCA certified freight forwarders and that the accompanying Air Waybill contains the statement "DGCA Certified Dangerous Goods Agency No. _____" in the Handling Information box.

8.2 Acceptance Checklist

An operator or GHA acting on behalf of the operator shall develop and use an acceptance checklist as an aid to compliance with the provisions of 8.1.

8.3 Loading and Stowage

Packages and over packs containing dangerous goods and freight containers containing radioactive materials shall be loaded and stowed on an aircraft in accordance with the provisions of the Technical Instructions or IATA DG Regulations.

8.4 Inspection for Damage or Leakage

- 1) Packages and over packs containing dangerous goods and freight containers containing radioactive materials shall be inspected for evidence of leakage or damage **before** loading on an aircraft or into a unit load device. Leaking or damaged packages, over packs or freight containers shall not be loaded on an aircraft;



- 2) A unit load device shall not be loaded 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;
- 3) Where any package of dangerous goods loaded on an aircraft appears to be damaged or leaking, the operator shall remove such package from the aircraft, or arrange for its removal by an appropriate authority or organization, and thereafter shall ensure that the remainder of the consignment is in a proper condition for transport by air and that no other package has been contaminated. Operator shall also ensure that the other cargo or baggage loaded on or suspended beneath that aircraft is in a fit state for carriage by air and has not been contaminated.
- 4) Package or over packs containing dangerous goods and freight containers containing radioactive materials shall be inspected for signs of damage or leakage upon unloading from the aircraft or unit load device. If evidence of damage or leakage is found, the area where the dangerous goods or unit load device were stowed on the aircraft shall be inspected for damage or contamination.

8.5 Loading Restrictions in Passenger Cabin or on Flight Deck

Dangerous goods shall not be carried in an aircraft cabin occupied by passengers or on the flight deck of an aircraft, except in circumstances permitted by the provisions of the Technical Instructions or IATA DG Regulations.

8.6 Removal of Contamination

- 1) Any hazardous contamination found on an aircraft as a result of leakage or damage to dangerous goods shall be removed without delay.
- 2) An aircraft which has been contaminated by radioactive materials shall immediately be taken out of service and not returned to service until the radiation level at any accessible surface and the non-fixed contamination are not more than the values specified in the Technical Instructions or IATA DG Regulations.

8.7 Separation and Segregation

- 1) Packages containing dangerous goods which might react dangerously one with another shall not be stowed on an aircraft next to each other or in a position that would allow interaction between them in the event of leakage.
- 2) Packages of toxic and infectious substances shall be stowed on an aircraft in accordance with the provisions of the Technical Instructions or ICAO/ IATA DG.
- 3) Packages of radioactive materials shall be stowed on an aircraft so that they are separated from persons, live animals and undeveloped



film, in accordance with the provisions in the Technical Instructions or IATA DG Regulations.

8.8 Securing Dangerous Goods Cargo Loads

When dangerous goods subject to the provisions contained herein are loaded in an aircraft, the operator shall protect the dangerous goods from being damaged, and shall secure such goods in the aircraft in such a manner that will prevent any movement in flight which would change the orientation of the packages. For packages containing radioactive materials, the securing shall be adequate to ensure that the separation requirements of 8.7.3 are met at all times.

8.9 Loading on Cargo Aircraft

Except as otherwise provided in the Technical Instructions or IATA DG Regulations, packages of dangerous goods bearing the "Cargo aircraft only" label shall be loaded in such a manner that a crew member or other authorized person can see, handle and, where size and weight permit, separate such packages from other cargo in flight.

8.10 Inspection after Unloading

- 1) The operator or GHA shall, after unloading, inspect for signs of damage or contamination on any part of the aircraft, or on any sling or other apparatus, which has been used to suspend goods beneath the aircraft, in which;
 - a) a unit load device containing dangerous goods was stowed; or
 - b) Damaged or leaking package of dangerous goods was loaded, and the operator shall remove or repair any contamination or damage.
- 2) The operator of an aircraft or GHA shall not permit the aircraft to fly for the purpose of carrying passengers or cargo if he knows or suspects that radioactive materials have leaked or otherwise contaminated any part of the aircraft or any sling or other apparatus attached to the aircraft. However, this is not applicable if the radiation resulting from the fixed contamination on any accessible surface and non-fixed contamination are not more than the relevant values specified in the Technical Instructions or IATA DG Regulations.

8.11 DGCA Approval for the Transportation of Dangerous Goods by Air.

To obtain the DGCA approval for the safe transportation of dangerous goods by air the applicant shall submit the following to DGCA/ASD:

- 1) Duly filled application (see Attachment "A") DGCA Form 1128 along with the fees mentioned on the application;
- 2) biographical details of persons nominated in respect of approval, DGCA Form-1133; (See Attachment "D")
- 3) the dangerous goods regulation manual prepared by the applicant;



- 4) qualification of personnel who are responsible to handle dangerous goods in Kuwait;
- 5) list of all stations (including outstations) involved in handling the dangerous goods;
- 6) in case if the Operators or GHA wish to add additional stations to the existing, they should submit a duly filled application form, qualifications of personnel handling dangerous goods in the additional stations along with the prescribed fees to the DGCA/ASD.

After evaluation of the above documents, DGCA/ASD shall conduct an inspection on the Operator and/or GHA and the Operator/GHA storage facility for evaluation. If the Operator/GHA is located outside Kuwait, the applicant shall be responsible for necessary arrangements as per KCASR 27 for such inspections. If found satisfactory, DGCA/ASD shall issue an approval certificate to transport the dangerous goods valid for two (2) years.

Note: Directorate General of Civil Aviation, State of Kuwait reserves the right to inspect the facilities/outstations at any time of the year during the validity of the approval. The inspections shall be scheduled or non-scheduled without prior notification. In case of any violations from this regulation found during the inspection, DGCA/ASD reserves the right to suspend, revoke or cancel the approval and/or penalize the company/organization as per Chapter 14 "Enforcement Sanctions Guidance Table" of this Regulation of this regulation.

8.12 Dangerous Goods (DG) Manual

- 1) The operator or GHA shall prepare a dangerous goods manual which should cover all dangerous goods activities such as chain of responsibilities, training, handling and processing, emergency response, committees, etc.;
- 2) The dangerous goods manual shall be accepted/approved by Kuwait DGCA/ASD.

8.13 Surrender of Documents /Records

The operator of an aircraft shall, within a reasonable time after being required to do so by a DGCA/ASD DG Inspector, cause to be transferred such of the following documents as may have been required by that inspector:

- 1) The dangerous goods transport document as referred to in 7.2 of this regulation;
- 2) The completed acceptance checklist in respect of any dangerous goods as referred in 8.2.
- 3) A copy of the written information provided to the commander of the aircraft in respect of any dangerous goods as referred to in para 9.1.



CHAPTER 9 – PROVISION OF INFORMATION

9.1 Information to Pilot-in-Command

The operator of an aircraft or GHA in which dangerous goods are to be carried shall, before the flight begins, provide the pilot-in-command with a document/form (in duplicate) containing all the elements of information concerning the dangerous goods shipment as required by the relevant provisions of the Technical Instructions or IATA DG Regulations. The pilot in command shall indicate by his signature on the copy of the document/form that the information has been received/understood.

9.2 Information and Instructions to flight crew members

The operator shall appropriately incorporate the following in its Operations Manual:

- 1) Such information as will enable the flight crew to carry out its responsibilities with regard to the transport of dangerous goods;
- 2) Instructions as to action to be taken in the event of emergencies involving dangerous goods; and
- 3) Details of the location and numbering system of cargo compartments together with the maximum total sum of the transport indices of radioactive material permitted in each compartment.

9.3 Information to Passengers

The operator of an aircraft or GHA in which passengers are to be carried, shall notify the passengers of the categories of dangerous goods which may not be taken on board an aircraft either as checked baggage or as hand baggage accompanying the passenger, or in the passenger's unaccompanied baggage, by:

- 1) Providing information with each passenger ticket sufficient in prominence to achieve purpose;
- 2) Displaying notices sufficient in number and prominence for this purpose;
 - a) At each of the places where the operator issues tickets; and
 - b) At any location where baggage is checked in.

9.4 Information to Other Persons

Operators, shippers or other organizations 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.



9.5 Information from Pilot-in-Command to Aerodrome Authorities.

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 or IATA DG Regulations.

9.6 Information in the event of an Aircraft Accident or Incident.

- 1) In the event of:
 - a) an aircraft accident; or
 - b) a serious incident where dangerous goods carried as cargo may be involved,

the operator of the aircraft carrying 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.

- 2) The operator of an aircraft or GHA shall inform the DGCA of any incident/accident involving Dangerous Goods on the Telephone/Fax Nos. given below or by other means **AS SOON AS POSSIBLE**.

Management Control Centre (MCC)


Tel: +965 24313397 / 24727339 or 161 Ext. 1537 or 1539

Fax: +965 24721423

SITA: KWIDDYA

Note: The terms "accident", "serious incident" and "incident" are as defined in KCASR 13.

- 3) This is to be followed by a written report as soon as possible but not later than 72 hours to: Aviation Safety Director, Aviation Safety Department, Directorate General of Civil Aviation, P.O. Box 17, Safat 13001, Kuwait. For this purpose form DGCA Form 1126, as shown in Attachment "B" or a similar form which contains all elements of required information as specified on DGCA form 1133 shall be used. This reporting requirement also pertains to undeclared or mis-declared dangerous goods when/as discovered in cargo or when baggage contains dangerous goods which passengers are not permitted.
- 4) The operator shall also provide the accident/incident information to the appropriate authority of the State in which the accident/incident occurred;

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- 5) In the event of an aircraft incident, the operator of an aircraft carrying 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.



CHAPTER 10 - TRAINING PROGRAMMES

The shipper of dangerous goods by air or the freight forwarder acting on his behalf, the aircraft operator and ground handling agents acting on his behalf, agencies engaged in the security screening of passengers and their baggage and cargo, shall inform any of their respective employees whose duties include a function concerned with the carriage of passengers or cargo by air, of the provisions of the ICAO Technical Instructions or IATA DG. For this purpose, they shall establish and undertake training programmes as required and outlined in Part 6, Chapter 1 of the Technical Instructions and its amendments or Section 1.5 of the IATA DG and its amendments pertaining to various categories of personnel. Dangerous goods training programmes conducted in or outside Kuwait for the operator's personnel and the instructors conducting such programmes shall be subject to approval by the Kuwait DGCA. The current records/ certificates of staff/ employees for whom training is required shall be maintained on file and be readily available for inspection as/when required by a DGCA/ ASD DG inspector.

10.1 Establishment of Training Programmes.

Establishment of Training Programmes Initial and recurrent Dangerous goods training programmes shall be established and updated maintained in accordance with the Technical Instructions..

10.2 Approval of Training Programmes:

10.2.1 Dangerous goods training programmes for operators shall be approved by the appropriate authority of the State of the Operator.

***Note.**-Dangerous goods training programmes are required for all operators regardless of whether or not they are approved to transport dangerous goods.*

10.2.2 Dangerous goods training programmes for designated postal operators shall be approved by the civil aviation authority of the State where the mail is accepted by the designated postal operator.

10.2.3 Dangerous goods training programmes required for entities other than operators and designated postal operators should be approved as determined by the appropriate national authority.

***Note 1.**-See 11.4 for dangerous goods by mail.*

***Note 2.**-See 4.2.2 of Part 6 - Operation of Aircraft, sub Part I - International Commercial Air Transport - Aeroplanes for surveillance of operations by a foreign operator.*

10.3 Approval of DG Training Organization and Instructors.

No person may conduct a certified DGR Training without, or in violation of, Training Approval issued by the DGCA/ASD.



10.4 Training Facilities Approval

A Training facilities shall be adequate to ensure that training objectives can be achieved. Facilities shall be:-

- 1) Quiet and free of distractions;
- 2) Suitably lighted for the type of instructions to be given, e.g. lectures, Slides and audio-visual;
- 3) Furnished with sufficient desks, chairs, chalkboards, and other appropriate equipment; and
- 4) Equipped with training aids such as films, Vu-graphs, systems components, audio-visual, DGR Manuals, and other documents related to Dangerous Goods Regulation Course.

10.5 Training Course Approval

In order to obtain approval from DGCA/ ASD to conduct DGR Course, the Organization shall:-

- 1) submit the duly filled application DGCA Form 1132 (See Attachment "C") along with the fees mentioned;
- 2) qualifications and experience of instructors to be used;
- 3) training Programme Curriculum with final questions;
- 4) training Programmes to be conducted;

After evaluation of the above documents, DGCA/ ASD will conduct an initial evaluation on the facilities. If found satisfactory, DGCA/ ASD will issue a preliminary approval for the organization to conduct the DGR Course. The final approval certificate valid for two years will be issued after DGCA/ ASD evaluates 1 to 3 courses conducted by the organization.

Note: Directorate General of Civil aviation, State of Kuwait reserves the right to inspect the organization at any time of the year during the validity of the approval. The inspections could be scheduled or non-scheduled without prior notification. In case of any violations from this Part found during the inspection, DGCA/ ASD reserves the right to suspend, revoke or cancel the approval as per Chapter 14 enforcement Sanctions Guidance Table" of this regulation (Ref KCASR 26).

10.6 Instructors Requirements.

The instructors used for dangerous goods training should have:-

- 1) a university Graduation (science) with at least 2 years experience in dangerous goods working field or have a high school diploma (science) with at least 4 years experience in dangerous goods working field.
- 2) successfully completed a current ICAO DGR course or IATA dangerous goods training accreditation; and
- 3) successfully completed at least a cargo acceptance personnel dangerous goods training course; and

- 4) successfully completed a course in Instructor Techniques.

10.7 Instructor Approval

- 1) In order to receive DGCA/ ASD approval for the instructor to conduct the DGR Course, the applicant shall. Submit all relevant documents showing his/her qualification and experience to the DGCA/ ASD for evaluation;
- 2) After evaluation of the documents submitted, DGCA/ ASD will issue a provisional approval to the applicant for conducting 1 to 3 DGR courses under the supervision of DGCA authorized instructor and/ or DGCA/ ASD DGCA Inspector. Upon completion of the courses, DGCA Authorized Instructor and/or DGCA/ASD DGCA Inspector shall submit an evaluation report of the applicant to the DGCA/ ASD. Based on the evaluation report, and if found satisfactory, DGCA/ ASD will issue approval for the applicant valid for 2 years.

Note: DGCA/ ASD reserves the right to suspend, revoke or cancel the Instructor's approval if found violating the requirement or standards mentioned in this Part.



CHAPTER 11 - COMPLIANCE

11.1 Inspection System

Each Contracting State shall establish inspection, surveillance and enforcement procedures for all entities performing any function prescribed in its regulations for air transport of dangerous goods with a view to achieving compliance with those regulations.

Note 1. *It is envisaged that these procedures would include provisions for:*

- *inspecting dangerous goods consignments prepared, offered, accepted or transported by the entities referred to in 11.1;*
- *inspecting the practices of the entities referred to in 11.1; and*
- *investigating alleged violations (see 11.3).*

Note 2. *Guidance on dangerous goods inspections and enforcement may be found in the Supplement to the Technical Instructions (Part S-5, Chapter 1 and Part S-7, Chapters 5 and 6).*

11.2 Cooperation between States

Kuwait DGCA Could participate in cooperative efforts with other States concerning violations of dangerous goods regulations, with the aim of eliminating such violations. Cooperative efforts could include coordination of investigations and enforcement actions; exchanging information on a regulated party's compliance history; joint inspections and other technical liaisons, exchange of technical staff, and joint meetings and conferences. Appropriate information that could be exchanged include safety alerts, bulletins or dangerous goods advisories; proposed and completed regulatory actions; incident reports; documentary and other evidence developed in the investigation of incidents; proposed and final enforcement actions; and educational/outreach materials suitable for public dissemination.



11.3 Penalties

- 11.3.1 Kuwait DGCA shall take such measures as it may deem appropriate to achieve compliance with its dangerous goods regulations including the prescription of appropriate penalties for violations.
- 11.3.2 Kuwait DGCA could take appropriate action to achieve compliance with its dangerous goods regulations, including the prescription of appropriate penalties for violations, when information about a violation is received from another Contracting State, such as when a consignment of dangerous goods is found not to comply with the requirements of the Technical Instructions on arrival in a Contracting State and that State reports the matter to the State of Origin.

11.4 Dangerous Goods by Mail

DGCA shall ensure that the Ministry of Transportation is in compliance with the procedures established by the Universal Postal Union for transportation of dangerous goods into air transport through postal services.

Note 1. *In accordance with the Universal Postal Union (UPU) Convention, dangerous goods are not permitted in mail, except as provided for in the Technical Instructions.*

Note 2. *The Universal Postal Union has established procedures to control the introduction of dangerous goods into air transport through the postal services (see the UPU Parcel Post Regulations and Letter Post Regulations).*

Note 3. *Guidance for approving the procedures established by designated postal operators to control the introduction of dangerous goods into air transport may be found in the Supplement to the Technical Instructions (Part S-1, Chapter 3).*




CHAPTER 12 - DANGEROUS GOODS ACCIDENT/INCIDENT REPORTING.

12.1 Accident/Incident Inspection System

- 1) In case of an accident involving Dangerous Goods at Kuwait International Airport the operator shall follow the Kuwait International Airport Emergency Plan.
- 2) In case of an incident or when a package containing Dangerous Goods is suspected to be damaged, leaking or emitting dangerous fumes, the following action shall be taken immediately:-
 - a) Call and report the incident to the Airport Management Control Centre (MCC) (Tel: Direct +965 24313397/ 24727339 or 161 Ext. 1537 or 1539) or SITA: KWIDDYA.
 - b) Ensure the area is sealed off and that all persons are kept clear.
 - c) Inform DGCA, Aviation Safety Department on Tel: +965 24743940 or SITA: KWIASYA or any other means available.
 - d) Scrutinize cargo documents to identify hazards to assist the fire service.
 - e) Complete the DGCA Form 1126 (see Attachment "B") with whatever information is available and forward it **AS SOON AS POSSIBLE TO THE FOLLOWING FAX NUMBERS:**
Aviation Safety Director Fax: +965 24765796

12.2 Investigation

- a) In case of an accident, DGCA accident investigation committee shall undertake the necessary investigation in accidents involving dangerous goods and submit reports and recommendations in accordance with ICAO guidelines.
- b) In case of an incident, Aviation Safety Department shall undertake the necessary investigation in incidents involving dangerous goods and submit reports and recommendations in accordance with ICAO guidelines.

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CHAPTER 13 - DANGEROUS GOODS SECURITY PROVISIONS.

Each operator, shippers, or any other individual engaged in the transport of dangerous goods by air shall establish dangerous goods security measures to minimize theft or misuse of dangerous goods that may endanger persons, property or the environment. These measures shall be commensurate with security provisions specified in other Parts and the ICAO Technical Instructions.



CHAPTER 14 – ENFORCEMENT AND SANCTIONS

GUIDANCE TABLE

VIOLATIONS CONCERNING SAFE TRANSPORTATION OF DANGEROUS GOODS BY AIR COMMITTED BY:-	
A. Holders of Air Operator Certificate (AOC) Issued By The State of Kuwait	
Type of Violation	Sanction Per Violation
1. For the first time	Warning Letter
2. Second time	Suspension approval to transport Dangerous Goods by air for three (3) months
3. Third time	Suspension of approval to transport Dangerous Goods by air for six (6) months.
4. Fourth time	Suspend/Revoke Approval to transport Dangerous Goods by air.
B. Holders of Air Operator Certificate (AOC) Issued By a Contracting State Other than The State of Kuwait (See Note below)	
1. For the first time	Warning Letter
2. Second time	Suspension approval to transport Dangerous Goods by air for three (3) months
3. Third time	Suspension of approval to transport Dangerous Goods by air for six (6) months.
4. Fourth time	Suspend/Revoke Approval to transport Dangerous Goods by air.
Note: Violations committed by the holder of a foreign Air Operator Certificate will be reported to the State of Registry of the Aircraft and International Civil Aviation Organization.	
Type of Violation	Sanction Per Violation
C. Ground Handling Agencies	
1. For the first time	Warning Letter
2. Second time	Suspension of approval to transport Dangerous Goods for three (3) months.
3. Third time	Suspension of approval to transport Dangerous Goods for six (6) months.
4. Fourth time	Suspend/Revoke Approval to transport Dangerous Goods.
D. Freight Forwarders	
1. For the first time	Warning Letter
2. Second time	Suspension acceptance certificate approval to transport Dangerous Goods for three (3) months
3. Third time	Suspension of acceptance certificate approval to transport Dangerous Goods for six (6) months.

4. Fourth time	Suspend/Revoke acceptance certificate approval to transport Dangerous Goods.
E. Training Organizations	
1. For the first time	Warning Letter
2. Second time	Suspend/Revoke approval to conduct DGR Training.
F. DGR Training Instructors	
1. For the first time	Warning Letter
2. Second time	Suspend/Revoke approval to conduct DGR Training.



APPLICATIONS

(Attachment "A")

<p>الطيران المدني Civil Aviation دولة الكويت</p>	<p>State of Kuwait دولة الكويت</p>	<p>ASD Aviation Safety ادارة سلامة الطيران Department</p>
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**APPLICATION FOR CERTIFICATE OF APPROVAL FOR OPERATOR/GHA
FOR THE TRANSPORTATION OF DANGEROUS GOODS**

Notes: Please complete this form online (preferred method) then print, sign and submit as instructed. Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink. Submit the application form along with the requirements stipulated in Kuwait Civil Aviation Safety Regulations KCASR 18.

1. APPLYING FOR: (Tick the appropriate box)

Type of Application:	<input type="checkbox"/> Initial Certificate	<input type="checkbox"/> Renewal	<input type="checkbox"/> Amendment
	<input type="checkbox"/> Additional Stations (attach list of stations)	<input type="checkbox"/> Change location	
	<input type="checkbox"/> If Others Specify:		

2. OPERATOR / GHA DETAILS

(To be completed by the Operator Applicant)

Name of the Operator / GHA:

Approval Reference (If any): Date of Application:

Postal / Registered Business Address:

..... Country: Postcode:

Email :

Telephone Numbers: Mobile:

(incl. area code) Office:

Fax No.:

3. APPLICANT UNDERTAKING:

We undertake the following:

1. To train and maintain competency of personnel handling Dangerous Goods in accordance with Dangerous Goods provisions.
2. To ensure that the goods will be packed, marked, labelled and handled in accordance with ICAO Annex 18: Safe Transport of Dangerous Goods by Air, and the requirements of the ICAO Technical Instructions Doc. 9284-AN/905 or IATA Dangerous Goods Regulations.
3. To ensure that required dangerous goods procedures, including reporting of accidents/incidents, are complied with in accordance with Kuwait Civil Aviation Safety Regulations KCASR 18

Authorized Signature &
Stamp of Applicant:

Date:



State of Kuwait



دولة الكويت



4. DELIVERY & PAYMENT INSTRUCTIONS:

This form, when completed, should be forwarded and must be accompanied by the appropriate fee to:
Directorate General of Civil Aviation, Aviation Safety Department, P.O. Box 17, Safat 13001, State of Kuwait.
Tel: (965) 24743940, 24342475 / Fax: (965) 24765796 OR Email: safety@dca.gov.kw
Note: For Fees refer to Kuwait Civil Aviation Safety Regulations Part 27 Charges and Fees

Cheque, Demand Draft etc. made payable in favour of DIRECTORATE GENERAL OF CIVIL AVIATION, or Telex Transfer directly to our Account at:

CONFIRMATION OF BANK DETAILS	
Name of Bank	CENTRAL BANK OF KUWAIT
Branch	KUWAIT
Account Name	DIRECTORATE GENERAL OF CIVIL AVIATION
Account Number	11023041
IBAN Number	KW 17 CB KU 000000000000000011023041
Bank Code/ Sort Code/ Swift Code	CBKUKWKW
Currency of Payment	KWD

DGCA USE ONLY

Remarks (If any):

The above application is hereby Accepted ☐ Rejected ☐ on condition that the provisions of ICAO Technical Instructions or IATA DG Regulations and Kuwait Civil Aviation Safety Regulations KCASR 18 are complied with.

Head of the Division
Signature & Stamp:

Date:

Aviation Safety Director
Signature & Stamp:

Date:



(Attachment "B")

 <p>ASD Aviation Safety ادارة سلامة الطيران Department</p>	<p>State of Kuwait</p>  <p>دولة الكويت</p>	<p>الطيران المدني Civil Aviation</p>  <p>دولة الكويت - State of Kuwait</p>
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DANGEROUS GOODS OCCURRENCE REPORT

1. Operator:		2. Date of Occurrence:		3. Local Time of Occurrence:	
4. Flight Date:			5. Flight No:		
6. Departure Airport:			7. Destination Airport:		
8. Aircraft Type:			9. Aircraft Registration:		
10. Location of Occurrence:			11. Origin of the goods:		
12. Description of the occurrence, including details of injury, damage, etc. (if necessary continue on the reverse of this form):					
13. Proper Shipping Name (including the technical name):				14. UN/ID No (when known):	
15. Class/Division (when known):	16. Subsidiary risk(s):	17. Packing Group:	18. Category (Class 7 only):		
19. Type of Packaging:	20. Packaging specification marking:	21. No of Packages:	22. Quantity (or transport index, if applicable):		
23. Reference No. of Airway Bill:					
24. Reference No. of Courier Pouch, Baggage Tag or Passenger Ticket:					
25. Name and Address of Shipper, Agent, Passenger, etc.:					
26. Other relevant information (including suspected cause, any action taken):					
27. Name and title of person making report:			28. Telephone No:		
29. Company:			30. Reporters ref:		
31. Address:			32. Signature:		
			33. Date:		
Description of the occurrence (continuation):					

This form, when completed, should be fax or email to: **Fax: (965) 24765796 OR Email: safety@dgca.gov.kw ; msr-asd@dgca.gov.kw**




(Attachment "C")

 الطيران المدني Civil Aviation <small>الإدارة العامة للطيران المدني - دولة الكويت General Directorate of Civil Aviation - State of Kuwait</small>	State of Kuwait  دولة الكويت	 ASD Aviation Safety <small>إدارة سلامة الطيران Department</small>
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**APPLICATION FOR CERTIFICATE OF APPROVAL OF TRAINING SCHOOL
OR ORGANIZATION TO CONDUCT DGR COURSE**

Notes: Please complete this form online (preferred method) then print, sign and submit as instructed. Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink. Submit the application form along with the requirements stipulated in Kuwait Civil Aviation Safety Regulations KCASR 18.

1. APPLYING FOR: (Tick the appropriate box)	
Type of Application:	<input type="checkbox"/> Initial Certificate <input type="checkbox"/> Renewal <input type="checkbox"/> Amendment <input type="checkbox"/> Change location <input type="checkbox"/> If Others Specify:
2. ORGANIZATION DETAILS (To be completed by the Organization Applicant)	
Name of the Organization:	
Approval Reference (If any): Date of Application:	
Postal / Registered Business Address:	
..... Country: Postcode:	
Email:	
Telephone Numbers: Mobile:	
(incl. area code) Office:	
Fax No.:	
Attach copy(s) of all Approvals granted by the Civil Aviation Authority.	
3. APPLICANT'S STATEMENT OF COMPLIANCE & DECLARATION	
<input type="checkbox"/> Statement of Compliance: I confirm that the information in this application complies with the applicable regulations.	
<input type="checkbox"/> Declaration Statement: I hereby, declare that I as an Accountable Manager representing the above-mentioned organization, confirm that the organization has NOT been suspended or revoked by any Aviation Authority.	
Name, Stamp & Signature of Accountable Manager:	Date:

Kuwait Civil Aviation Safety Regulations		KCASR 18 - THE SAFE TRANSPORTATION OF DANGEROUS GOODS BY AIR
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	State of Kuwait  دولة الكويت	
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4. DELIVERY & PAYMENT INSTRUCTIONS:

This form, when completed, should be forwarded and must be accompanied by the appropriate fee to:
 Directorate General of Civil Aviation, Aviation Safety Department, P.O. Box 17, Safat 13001, State of Kuwait.
 Tel: (965) 24743940, 24342475 / Fax: (965) 24765796 OR Email: safety@dgca.gov.kw
 Note: For Fees refer to Kuwait Civil Aviation Safety Regulations Part 27 Charges and Fees

Cheque, Demand Draft etc. made payable in favour of DIRECTORATE GENERAL OF CIVIL AVIATION, or Telex Transfer directly to our Account at;

CONFIRMATION OF BANK DETAILS	
Name of Bank	CENTRAL BANK OF KUWAIT
Branch	KUWAIT
Account Name	DIRECTORATE GENERAL OF CIVIL AVIATION
Account Number	11023041
IBAN Number	KW 17 CB KU 0000000000000011023041
Bank Code/ Sort Code/ Swift Code	CBKUKWKW
Currency of Payment	KWD

DGCA USE ONLY

Remarks (If any):

The above application is hereby Accepted ☐ Rejected ☐ on condition that the provisions of ICAO Technical Instructions or IATA DG Regulations and Kuwait Civil Aviation Safety Regulations KCASR 18 are complied with.

Head of the Division Signature & Stamp:	Date:
Aviation Safety Director Signature & Stamp:	Date:

(Attachment "D")

	State of Kuwait  دولة الكويت	
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**BIOGRAPHICAL DETAILS OF PERSONNEL NOMINATED BY A
DANGEROUS GOODS ORGANIZATION**

Notes: Please complete this form online (preferred method) then print, sign and submit as instructed. Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink. Submit the application form along with the requirements stipulated in Kuwait Civil Aviation Safety Regulations KCASR 18.

Details of Management Personnel required to be accepted as specified in KCASR:

1. NAME OF ORGANIZATION:

2. ORGANIZATION APPROVAL REF.:

3. FULL NAME OF NOMINEE:

4. POSITION FOR THE DGCA APPROVAL:

5. TITLE WITHIN THE ORGANIZATION:

6. EMAIL ADDRESS:

7. CONTACT NUMBER:

8. QUALIFICATION RELEVANT TO THE POSITION:

9. WORK EXPERIENCE RELEVANT TO THE POSITION:

10. DECLARATION OF APPLICANT

(To be completed by the Applicant)

I declare that the information provided on this form is true to the best of my knowledge and belief. I have fully reviewed the KCASR and have submitted all of the necessary paperwork for my application to be considered.

Signature & Name of Applicant: Date:

DGCA USE ONLY

Remarks (If any):

The above application is hereby Accepted ☐ Rejected ☐ on condition that the provisions of ICAO Technical Instructions or IATA DG Regulations and Kuwait Civil Aviation Safety Regulations KCASR 18 are complied with.

Head of the Division
Signature & Stamp:

Date:

Aviation Safety Director
Signature & Stamp:

Date:

Note: Use separate sheets if needed.



(Attachment "E")

 <p>الطيران المدني Civil Aviation الهيئة العامة للطيران المدني - دولة الكويت Ministry of Transport and Public Works - State of Kuwait</p>	<p>State of Kuwait</p>  <p>دولة الكويت</p>	 <p>ASD Aviation Safety إدارة سلامة الطيران Department</p>
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APPLICATION FOR APPROVAL OR EXEMPTION TO TRANSPORT
DANGEROUS GOODS UNDER SPECIAL CIRCUMSTANCES

Notes: Please complete this form online (preferred method) then print, sign and submit as instructed. Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink. Submit the application form along with the requirements stipulated in Kuwait Civil Aviation Safety Regulations KCASR 18.

This form applies to requests to carry dangerous goods where they do not comply with the normal requirements of the Technical Instructions. If there is insufficient space to list all items, they can be listed on a separate sheet. Application should be made at least 10 days before the date of the flight on which the dangerous goods are to be carried and should be submitted to the Directorate General of Civil Aviation, State of Kuwait.


The issuing of this form does not in itself constitute an authorization to carry dangerous goods.

1. Applicant Details:
Name of the Organization:
Postal Address:
Email:
Contact Numbers: Tel.: Fax No.: (incl. area code)
2. Shipper (If Different from Applicant):
Name of the Organization:
Postal Address:
Email:
Contact Numbers: Tel.: Fax No.: (incl. area code)
3. Consignee (If Different from Applicant):
Name of the Organization:
Postal Address:
Email:
Contact Numbers: Tel.: Fax No.: (incl. area code)
4. Reason why it is essential the article or substance must be carried by air:

5. Details of the Dangerous Goods:							
UN Number	Proper shipping name	Class / Division & Compatibility Group	Packing Instruction	Number of package	Type of package	Net quantity (total)	Gross weight (total)
6. Operational Details:							
Operator:				Flight number(s):			
Departure Airport:				Destination Airport:			
Date of flight:				AWB Number:			
7. The following criteria have been met:							
<input type="checkbox"/> Extreme urgency	<input type="checkbox"/> National or international security	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Medical applications				
<input type="checkbox"/> Humanitarian relief	<input type="checkbox"/> Saving of life (e.g. rescue)	<input type="checkbox"/> Security	<input type="checkbox"/> New technologies				
<input type="checkbox"/> Environmental relief	<input type="checkbox"/> Limited availability at destination	<input type="checkbox"/> Routing	<input type="checkbox"/> Enhancements in safety				
<input type="checkbox"/> Pestilence	<input type="checkbox"/> Length of journey	<input type="checkbox"/> Cost					
8. Additional Information:							
DGCA USE ONLY							
Remarks (If any):							
The above application is hereby Accepted <input type="checkbox"/> Rejected <input type="checkbox"/> on condition that the provisions of ICAO Technical Instructions or IATA DG Regulations and Kuwait Civil Aviation Safety Regulations KCASR 18 are complied with.							
Head of the Division Signature & Stamp:						Date:	
Aviation Safety Director Signature & Stamp:						Date:	

Affected Pages from Last Update

#	Page	Para # in Source	Reference Section/Article	Proposed Alternative
1.	5	101	[H1] Amendment Record	[TABLE] 1 May 2019 Form number and attachment updated
2.	23	462	[H1] RESPONSIBILITIES OF OPERATORS OR GROUND HANDLING AGENCIES (GHA) ACTING ON BEHALF OF THE OPERATOR. ([H2] 8.11 DGCA Approval for the Transportation of Dange...)(1)	Duly filled application (see Attachment "A") Form No. DGCA/DGO-04 Form 1128 along with the fees mentioned on the application;
3.	23	464	[H1] RESPONSIBILITIES OF OPERATORS OR GROUND HANDLING AGENCIES (GHA) ACTING ON BEHALF OF THE OPERATOR. ([H2] 8.11 DGCA Approval for the Transportation of Dange...)(2)	Form No. DGCA Form/DGO-04 1133 ; (See Attachment "D")
4.	26	508	[H1] 9.1 Information to Pilot-in-Command ([H2] 9.6 Information in the event of an Aircraft Acci...)(3)	This is to be followed by a written report as soon as possible but not later than 72 hours to: Aviation Safety Director, Aviation Safety Department, Directorate General of Civil Aviation, P.O. Box 17, Safat 13001, Kuwait. For this purpose form DGCA/ DGO-02 Form 1126 , as shown in Attachment "B" or a similar form which contains all elements of required information as specified on DGCA form DGC/DGO-04 1133 shall be used. This reporting requirement also pertains to undeclared or mis-declared dangerous goods when/as discovered in cargo or when baggage contains dangerous goods which passengers are not permitted.
5.	29	536	[H1] 9.1 Information to Pilot-in-Command ([H2] 10.5 Training Course Approval)(1)	submit the duly filled application DGCA Form No. DGCA/DGO-03 1132 (See Attachment "C") along with the fees mentioned;
6.	33	583	[H1] CHAPTER 12 - DANGEROUS GOODS ACCIDENT/INCIDENT REPORTING. ([H2] 12.1 Accident/Incident Inspection System)(c)	Inform DGCA, Aviation Safety Department on Tel: +965 2 4743940 or SITA: KWIASYA or any other means available.
7.	33	585	[H1] CHAPTER 12 - DANGEROUS GOODS ACCIDENT/INCIDENT REPORTING. ([H2] 12.1 Accident/Incident Inspection System)(e)	Complete the DGCA Form DGC/DGO-02 1126 (see Attachment "B") with whatever information is available and forward it AS SOON AS POSSIBLE TO THE FOLLOWING FAX NUMBERS:

#	Page	Para # in Source	Reference Section/Article	Proposed Alternative																																																					
8.	39	690	[H1] APPLICATIONS ([H2] (Attachment "B"))	<div style="text-align: center;">    </div> <p style="text-align: center;"><u>DANGEROUS GOODS OCCURRENCE REPORT</u></p> <table border="1"> <tr> <td>1. Operator:</td> <td>2. Date of Occurrence:</td> <td>3. Local Time of Occurrence:</td> </tr> <tr> <td>4. Flight Date:</td> <td colspan="2">5. Flight No:</td> </tr> <tr> <td>6. Departure Airport:</td> <td colspan="2">7. Destination Airport:</td> </tr> <tr> <td>8. Aircraft Type:</td> <td colspan="2">9. Aircraft Registration:</td> </tr> <tr> <td>10. Location of Occurrence:</td> <td colspan="2">11. Origin of the goods:</td> </tr> <tr> <td colspan="3">12. Description of the occurrence, including details of injury, damage, etc. (if necessary continue on the reverse of this form):</td> </tr> <tr> <td colspan="2">13. Proper Shipping Name (including the technical name):</td> <td>14. UN/ID No (when known):</td> </tr> <tr> <td>15. Class/Division (when known):</td> <td>16. Subsidiary risk(s):</td> <td>17. Packing Group:</td> <td>18. Category (Class 7 only):</td> </tr> <tr> <td>19. Type of Packaging:</td> <td>20. Packaging specification marking:</td> <td>21. No of Packages:</td> <td>22. Quantity (or transport index, if applicable):</td> </tr> <tr> <td colspan="3">23. Reference No. of Airway Bill:</td> </tr> <tr> <td colspan="3">24. Reference No. of Courier Pouch, Baggage Tag or Passenger Ticket:</td> </tr> <tr> <td colspan="3">25. Name and Address of Shipper, Agent, Passenger, etc.:</td> </tr> <tr> <td colspan="3">26. Other relevant information (including suspected cause, any action taken):</td> </tr> <tr> <td>27. Name and title of person making report:</td> <td colspan="2">28. Telephone No:</td> </tr> <tr> <td>29. Company:</td> <td colspan="2">30. Reporters ref:</td> </tr> <tr> <td>31. Address:</td> <td>32. Signature:</td> <td>33. Date:</td> </tr> <tr> <td colspan="3">Description of the occurrence (continuation):</td> </tr> </table> <p style="text-align: center; font-size: small;">This form, when completed, should be fax or email to: Fax: (965) 24765796 OR Email: asdc@doqa.gov.kw / asdc@doqa.gov.kw</p> <p style="text-align: center; font-size: x-small;">DGCA Form: 1126 Page 1 of 1 Issue: 2, Rev. 0, September 2018</p>	1. Operator:	2. Date of Occurrence:	3. Local Time of Occurrence:	4. Flight Date:	5. Flight No:		6. Departure Airport:	7. Destination Airport:		8. Aircraft Type:	9. Aircraft Registration:		10. Location of Occurrence:	11. Origin of the goods:		12. Description of the occurrence, including details of injury, damage, etc. (if necessary continue on the reverse of this form):			13. Proper Shipping Name (including the technical name):		14. UN/ID No (when known):	15. Class/Division (when known):	16. Subsidiary risk(s):	17. Packing Group:	18. Category (Class 7 only):	19. Type of Packaging:	20. Packaging specification marking:	21. No of Packages:	22. Quantity (or transport index, if applicable):	23. Reference No. of Airway Bill:			24. Reference No. of Courier Pouch, Baggage Tag or Passenger Ticket:			25. Name and Address of Shipper, Agent, Passenger, etc.:			26. Other relevant information (including suspected cause, any action taken):			27. Name and title of person making report:	28. Telephone No:		29. Company:	30. Reporters ref:		31. Address:	32. Signature:	33. Date:	Description of the occurrence (continuation):		
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