



**Operations Manual  
Chapter 13 – Dangerous Goods**



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## **1.0 General**

### **1.1 Purpose**

The purpose of this document is to provide direction and assistance to all GREEN AIRLINES personnel involved in the handling, offering for transport or transporting of dangerous goods by air.

### **1.2 GREEN AIRLINES Dangerous Goods Program Coordinator**

GREEN AIRLINES Dangerous Goods Program Coordinators are:

<b>Groups</b>	<b>Names and contact numbers of coordinators</b>
Flight crew members and load planners	Mr. Yuguang Zheng Tel: (999) 25.98.356
Crew members (other than flight crew members)	Mr. Yuguang Zheng Tel: (999) 25.98.356
Staff of operators and agencies acting on behalf of operators engaged in the ground handling, storage and loading of cargo and baggage	Mr. Yuguang Zheng Tel: (999) 25.98.356
Passenger-handling staff and security staff who deal with the screening of passengers and their baggage	Mr. Yuguang Zheng Tel: (999) 25.98.356
Cargo acceptance staff of operators and agencies acting on behalf of operators	Mr. Yuguang Zheng Tel: (999) 25.98.356
Shippers and shippers' agents	Mr. Yuguang Zheng Tel: (999) 25.98.356

GREEN AIRLINES Dangerous Goods Coordinators are responsible for maintaining the dangerous goods program and acting as the liaison between GREEN AIRLINES and the Fantasia Island Civil Aviation Authority (FICAA).



**1.3 Legislation**

a) The legislation identified in the left-hand column of the following table governs the handling, offering for transport and transporting of dangerous goods by air. Indicated in the following boxes are GREEN AIRLINES locations where the current edition of these documents can be found.

<b>Legislation</b>	<b>Location</b>
Fantasia Island Air Regulations (FIAR)	<ul style="list-style-type: none"> <li>• Flight Operations Library</li> </ul>
The International Civil Aviation Organization Technical Instructions for the Safe Transport of Dangerous Goods by Air (ICAO TI)	<ul style="list-style-type: none"> <li>• Flight Operations Library</li> <li>• On Board Library</li> </ul>
The International Civil Aviation Organization Technical Instructions for the Safe Transport of Dangerous Goods by Air - Supplement (ICAO SUPP)	<ul style="list-style-type: none"> <li>• Flight Operations Library</li> <li>• On Board Library</li> </ul>
The International Civil Aviation Organization Emergency Response Guidance for Aircraft Incidents involving Dangerous Goods	<ul style="list-style-type: none"> <li>• Flight Operations Library</li> </ul>

Note: While the ICAO Technical Instructions document is the legal publication, the current IATA Dangerous Goods Regulations is used by GREEN AIRLINES personnel to comply with the provisions of the ICAO Technical Instructions.

<b>Non Legislative Documents</b>	<b>Location</b>
GREEN AIRLINES Operation Manual Chapter 13 - Dangerous Goods	<ul style="list-style-type: none"> <li>• Flight Operations Library</li> <li>• On Board Library</li> <li>• Passenger Check-in Counters</li> <li>• Cargo Acceptance Station</li> <li>• Ground Handling Station</li> </ul>
North American Emergency Response Guide	<ul style="list-style-type: none"> <li>• Flight Operations Library</li> <li>• Passenger Check-in Counters</li> <li>• Cargo Acceptance Station</li> <li>• Ground Handling Station</li> </ul>
IATA Dangerous Goods Regulations	<ul style="list-style-type: none"> <li>• Cargo Acceptance Station</li> </ul>



## 2.0 Training

### 2.1 Training Requirements (Fantasia Island Air Regulations 129.1)

A person, who handles, offers for transport or transports dangerous goods must:

- a) Be adequately trained; or
- b) Perform those activities in the presence and under the direct supervision of a person who is adequately trained.

The Dangerous Goods Coordinator is responsible for the:

- air operator's training program; and
- administration of all training records

### 2.2 Approved Training Programs

"All dangerous goods training programs shall be in compliance with the ICAO Technical Instructions for the Safe Transport of Dangerous Goods by Air Part 1, Chapter 4, and must be submitted for review and approval by Fantasia Island Civil Aviation Authority prior to conducting training of GREEN AIRLINES and non-company personnel."

Note: The following approved Training Program(s) are used to train GREEN AIRLINES and non-company personnel:

Type of Training	Approval Number
Flight crew members and load planners	TBA
Crew members (other than flight crew members)	TBA
Staff of operators and agencies acting on behalf of operators engaged in the ground handling, storage and loading of cargo and baggage	TBA
Passenger-handling staff and security staff who deal with the screening of passengers and their baggage	TBA
Cargo acceptance staff of operators and agencies acting on behalf of operators	TBA
Shippers and shippers' agents	TBA



### **2.3 Direct Supervision**

For the purpose of handling, offering for transport or transporting of dangerous goods, GREEN AIRLINES defines 'direct supervision' as being within unobstructed eyesight and capable of an oral communication between the two persons.

### **2.4 Training Certificates**

- a) When GREEN AIRLINES' managers have reasonable grounds to believe that an employee is adequately trained and will perform duties to which the training relates, they will issue a Training Certificate to the employee that includes the following information.
  - 1. Name of Air Operator
  - 2. Name of Employee
  - 3. Category of Training
  - 4. Expiry Date of Training
- b) A trained employee must have a Training Certificate issued by GREEN AIRLINES.
- c) This Training Certificate must be given to a FICAA Inspector immediately upon request.
- d) Each GREEN AIRLINES Dangerous Goods Coordinator shall ensure a record of training or a statement of experience, and a copy of each Training Certificate is retained for two years after the expiry date of the Certificate.
- e) A sample of GREEN AIRLINES Dangerous Goods Training Certificate is set out in Appendix A.

### **2.5 Non-Company Personnel**

No person shall handle, offer for transport or transport dangerous goods on behalf of GREEN AIRLINES unless that person is a "trained person" or performing those duties under the direct supervision of a trained person.



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## 3.0 Operator Responsibilities

### 3.1 Dangerous Goods Accepted, Prohibited Operations, Cargo Embargoes and Operator Variations

GREEN AIRLINES will accept commercial dangerous goods shipment as cargo as well as dangerous goods company material (COMAT) shipments as long as they are permitted under both the ICAO Technical Instruction for the Safe Transport of Dangerous Goods by Air and the Fantasia island Air Regulations.

### 3.2 Cabin Attendants

Cabin Attendants must be trained in compliance with a 'Crew Member (other than Flight Crew)' approved Training Program.

### 3.3 Display of Dangerous Goods Notices

Notices giving information about the transportation of dangerous goods shall be prominently displayed in sufficient numbers and as a minimum, in the following areas:

- a) Passenger baggage check-in and ticket issuance areas;
- b) Passenger screening areas;
- c) Aircraft boarding areas;
- d) Baggage claim areas; and
- e) Cargo acceptance areas.

### 3.4 Passenger Handling

- a) To assist in identifying prohibited dangerous goods in passenger baggage and responding to dangerous goods inquiries from passengers, all passenger handling staff must be "trained persons" or under the direct supervision of a "trained person". This requirement also applies to non-company personnel contracted to provide passenger-handling services
- b) GREEN AIRLINES Dangerous Goods Coordinator have published and is maintaining a current list of the general and company approved exceptions for dangerous goods carried by passengers in Appendix C. No other exceptions for dangerous goods carried by passengers will be given without the approval of GREEN AIRLINES Dangerous Goods Coordinator. A current copy must be available for reference by GREEN AIRLINES and non-company personnel in each passenger baggage check-in and aircraft boarding area.
- c) Passenger check-in staff must obtain confirmation from the passenger that the content of any suspicious item is not dangerous goods.

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### 3.5 Baggage Handling

- a) To assist in identifying prohibited dangerous goods in passenger baggage and responding to leakage or spillage of dangerous goods in passenger baggage, all baggage handling staff must be “trained persons” or under the direct supervision of a “trained person”. This requirement also applies to non-company personnel contracted to provide baggage-handling services.
- b) GREEN AIRLINES Dangerous Goods Coordinator has published and is maintaining current a procedures for handling dangerous goods detected in passenger baggage, emergency procedures for leakage or spillage of dangerous goods in passenger baggage and reporting procedures for such occurrences. A current copy is available for reference by GREEN AIRLINES and non-company personnel in each baggage handling area.

### 3.6 Security Screening

- a) All persons engaged in the security screening of passengers, crew and their baggage must be “trained persons” or under the direct supervision of a “trained person” and capable of identifying prohibited dangerous goods in passenger and crew carried baggage. This requirement also applies to non-company personnel contracted to provide security-screening services.
- b) GREEN AIRLINES Dangerous Goods Coordinator has published and is maintain current a list of general and GREEN AIRLINES approved exceptions for dangerous goods carried by passengers or crew as set out in Appendix C.
- c) GREEN AIRLINES Dangerous Goods Coordinator has also implement procedures to be taken when prohibited dangerous goods are detected and removed from passenger or crew carried baggage as set out in Appendix D.
- d) No other exceptions for dangerous goods in passenger or crew carried baggage will be given without the approval of GREEN AIRLINES Dangerous Goods Coordinator. A current copy of approved exceptions and procedures must be available for reference by GREEN AIRLINES and contract personnel at each security screening point as set out in Appendix C and D.

### 3.7 Dangerous Goods Consignments

The handling, offering for transport, and transporting of a dangerous goods consignment must comply with the Fantasia Island Air Regulations (FIAR) and the International Civil Aviation Organization Technical Instructions for the Safe Transport of Dangerous Goods by Air (ICAO TI).

### 3.8 Dangerous Goods Permits for Equivalent Level of Safety

If or when issued, Permit(s) for Equivalent Level of Safety issued to GREEN AIRLINES by the Fantasia Island Civil Aviation Authority will be listed in Appendix E and will include; permit number, issue date, expiry date and general provisions of the permit.



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## 4.0 Handling Procedures

### 4.1 Acceptance Procedures

- a) All dangerous goods consignments and accompanying documentation offered for transport must be checked for compliance with the applicable regulatory requirements. The appropriate GREEN AIRLINES dangerous goods acceptance checklist is set out in Appendix F.
- b) GREEN AIRLINES Dangerous Goods Coordinator has published and is maintaining current a procedures for identifying and handling undeclared dangerous goods in cargo, emergency procedures for leakage or spillage of dangerous goods in passenger baggage and reporting procedures for such occurrences. A current copy is available for reference by GREEN AIRLINES and non-company personnel in each cargo acceptance area.
- c) When a dangerous goods consignment does not meet the regulatory requirements, it shall be refused for transport. A copy of the completed GREEN AIRLINES dangerous goods acceptance checklist outlining the reason(s) for refusal shall be retained by GREEN AIRLINES and another copy given to the person offering the consignment.
- d) Cargo Acceptance staff must obtain confirmation from the shipper that the content of any suspicious item is not dangerous goods.

### 4.2 Storage within the Facility

- a) While on GREEN AIRLINES property, dangerous goods consignments are to be stored in a manner that prevents leakage or spillage, or interaction between dangerous goods and are to conform with the requirements of the various laws regarding health and safety. Where practicable, dangerous goods consignments will be positioned so that the dangerous goods safety labels are visible.
- b) Where practicable, the person in charge of each warehouse or cargo facility shall ensure dangerous goods in transit are stored separately in an accessible and prominently signed area. Compliance with all airport and local fire regulations is mandatory.

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#### 4.3 Loading of Dangerous Goods on an Aircraft

- a) All dangerous goods shall be inspected immediately before loading to determine they are free of leakage or damage. In the case of leakage, spillage or damage, the dangerous goods shall not be loaded on board the aircraft.
  - i) Where any package of dangerous goods on board an aircraft appears to be damaged or leaking, the operator must remove such package from the aircraft, or arrange for its removal by an appropriate authority or organization and arrange for its safe disposal. The person in charge must also take the appropriate action to decontaminate the remainder of the consignment, the aircraft or other packages if they have been contaminated. The Dangerous Goods Coordinator should be immediately notified upon discovery of the damaged or leaking dangerous goods packaging.
  - ii) As appropriate, the pilot-in-command shall be given, as early as practicable before departure, written information concerning the dangerous goods loaded on board the aircraft. The information will also include confirmation that there was no evidence of damage or leakage at the time of loading. The appropriate GREEN AIRLINES Dangerous Goods Pilot Notification Form is set out in Appendix G.
- b) A legible copy of the information to the pilot-in-command must be retained on the ground. This copy must have an indication on it, or with it, that the pilot-in-command has received the information. This copy, or the information contained in it, must be readily accessible to the aerodromes of last departure and next scheduled arrival point, until after the flight to which the information refers.
- c) At a minimum, dangerous goods, which might react dangerously with one another, must be stowed on board the aircraft in accordance with the ICAO Technical Instruction's Table 7-1 "Segregation Between Packages" shown on the reverse side of the Pilot Notification form set out in Appendix G.
- d) Dangerous goods shall be protected from being damaged during flight. They shall also be secured to prevent movement during flight.
- e) Packages or overpacks of dangerous goods bearing the "Cargo Aircraft Only" label shall not be loaded on board passenger carrying aircraft.
- f) The location and numbering system of cargo compartments together with the maximum total sum of transport indexes of radioactive material permitted in each compartment are as indicated in the aircraft layouts shown in Appendix H.



**4.4 Full Load of Radioactive Materials**

"Not Applicable".

**4.5 Unloading Dangerous Goods from an Aircraft**

All dangerous goods when being unloaded from the aircraft shall be inspected for signs of damage or leakage. If evidence of damage or leakage is discovered, the staff must remove such package from the aircraft, or arrange for its removal by an appropriate authority or organization and arrange for its safe disposal. The person in charge must also take the appropriate action to decontaminate the remainder of the consignment, the aircraft or other packages if they have been contaminated. GREEN AIRLINES Dangerous Goods Coordinator should be immediately notified upon discovery of the damaged or leaking dangerous goods packaging.

**4.6 Contracted Services**

If Contracted Services use any related documents which is different from those prescribed by GREEN AIRLINES's Operations Manual they are to be shown in Appendix I.

**4.7 Record Keeping**

Copies of the transport document and other related documents shall be retained for 10 days at the acceptance station.

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## 5.0 Reporting

### 5.1 Reporting Undeclared or Misdeclared Dangerous Goods

When undeclared or misdeclared dangerous goods are discovered in cargo, a report must be made immediately to the National Authority of the country, if not in Fantasy Island.

### 5.2 Reporting Dangerous Goods in Passenger Baggage

When dangerous goods not permitted for carriage are discovered in passenger or crew baggage a report must be made to the National Authority of the country; if not in Fantasy Island.

### 5.3 Dangerous Goods Incident and Accident Report Requirements

- a) Where a “Dangerous goods accident<sup>\*\*</sup>” or a “Dangerous goods incident<sup>\*\*</sup>”, as defined in the ICAO TI’s, occurs on board an aircraft, in an aerodrome or at an air cargo facility the person who has possession of the dangerous goods at the time must immediately report to the following individuals.
- (1) The applicable GREEN AIRLINES Dangerous Goods Coordinator
  - (2) The consignor of the dangerous goods
  - (3) The Fantasy Island Civil Aviation Authority (FICAA)
  - (4) The Operator of the airport
- b) <sup>\*</sup>A dangerous goods accident means, "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". ICAO TI's 2003/2004
- c) <sup>\*\*</sup>A dangerous goods incident means, "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 an aircraft or its occupants is also deemed to be a dangerous goods incident". ICAO TI's 2003/2004
- d) An example of an occurrence report is set out in Appendix J.

#### 5.4.1 In-Flight Emergency Involving Dangerous Goods

If an in-flight emergency occurs and the situation permits, the pilot-in-command must inform the appropriate air traffic services unit of any dangerous goods carried as cargo on board an aircraft. Wherever possible this information should include the proper shipping name and/or UN number, the class/division and for Class 1 the compatibility group, any identified subsidiary risk(s), the quantity and the location on board the aircraft, or a telephone number where a copy of the written information to the pilot-in-command during that flight can be obtained. When it is not considered possible to include all the information, those parts thought most relevant in the circumstances should be given.



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## 6.0 Emergency Procedures

### 6.1 GREEN AIRLINES Dangerous Goods Coordinator

GREEN AIRLINES Dangerous Goods Coordinator should develop, maintain and promulgate appropriate procedures to follow during an emergency involving dangerous goods. As well, GREEN AIRLINES Dangerous Goods Coordinator should be the contact person for information on the decontamination and disposal of damaged or leaking packages containing dangerous goods.

### 6.2 On Board Aircraft

- a) All dangerous goods when being loaded or unloaded from the aircraft shall be inspected for signs of damage or leakage.
- b) If evidence of damage or leakage is discovered, GREEN AIRLINES's staff must remove such package from the aircraft, or arrange for its removal by an appropriate authority or organization and arrange for its safe disposal.
- c) The person in charge must also take the appropriate action to decontaminate the remainder of the consignment, the aircraft or other packages if they have been contaminated.
- d) GREEN AIRLINES Dangerous Goods Coordinator should be immediately notified upon discovery of the damaged or leaking dangerous goods packaging.

### 6.3 Emergency Procedures for Flight Crew & Cabin Attendants

Emergency procedures for flight crew can be found in the current ICAO Emergency Response Guidance for Aircraft Incidents Involving Dangerous Goods located in the Flight Operations Library.

### 6.4 Emergency Procedures for Ground Handling and Cargo Acceptance Staff

Emergency procedures for Passenger and Baggage Handling, GREEN AIRLINES Stores, Commissary, Warehouse, Ramp and Cargo Acceptance Staff can be found in the current North American Emergency Response Guide available at all passenger check-in counters and cargo acceptance station.



**6.5 Emergency Action - Ground**

- STEP 1 - Evacuate and secure the area where the damaged or leaking dangerous goods were found.
- STEP 2 - Identify the dangerous goods, quantity and, if possible, the name of the consignor.
- STEP 3 - Notify your supervisor and, if practicable, GREEN AIRLINES Dangerous Goods Coordinator.
- STEP 4 - In the case of injury, call the nearest ambulance.
- STEP 5 - Call the nearest Fire or Police Department who will assist you in contacting the nearest source of expert assistance. Make sure you clearly identify your location, the package consignor and the extent of any injury or damage.
- STEP 6 - Have a person standby for any telephone reply and to give direction to the responding fire, police, and/or ambulance services.
- STEP 7 - Notify the Fantasy Island Civil aviation Authority (FICAA).
- STEP 8 – Notify Airport Authority/Manager if emergency is at an airport.



## 7.0 List of Appendixes

- Appendix A GREEN AIRLINES Training Certificate(s)
- Appendix B GREEN AIRLINES Prohibited Dangerous Goods Operations, Cargo Embargoes and Operator Variations
- Appendix C List of the general and GREEN AIRLINES approved exceptions for dangerous goods carried by passengers or Crew Members.
- Appendix D GREEN AIRLINES procedures to be followed when prohibited dangerous goods are detected and removed from passenger or crew carried baggage
- Appendix E Permits of Equivalent Level of Safety
- Appendix F GREEN AIRLINES's Dangerous Good Acceptance Checklists
- Appendix G Notification-to-Pilot-In-Command (NOTOC)
- Appendix H Location and numbering system of cargo compartments together with the maximum total sum of transport indexes of radioactive material permitted in each compartment
- Appendix I Documents of Contracted Services
- Appendix J Dangerous Goods Occurrence Report



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**Appendix “A”**  
**GREEN AIRLINES Training Certificate(s)**

**Green Airlines**

**TRAINING CERTIFICATE**

Name of Employee: \_\_\_\_\_

Category of Training: \_\_\_\_\_

Expiry Date of Training: \_\_\_\_\_

Name of Dangerous Goods Coordinator: \_\_\_\_\_

Signature of Dangerous Goods Coordinator: \_\_\_\_\_

**This Training Certificate must be presented to a  
Fantasia Island Civil Aviation Authority (FICAA)  
Inspector immediately upon request.**



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## **Appendix “B”**

### **GREEN AIRLINES Dangerous Goods Accepted, Prohibited Operations, Cargo Embargoes and Operator Variations**

GREEN AIRLINES will accept commercial dangerous goods shipment as cargo as well as dangerous goods company material (COMAT) shipments as long as they are permitted under both the ICAO Technical Instruction for the Safe Transport of Dangerous Goods by Air and the Fantasia island Air Regulations.



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## Appendix “C”

### List of the General and GREEN AIRLINES Approved Exceptions for Dangerous Goods Carried by Passengers or Crew Members

Except as otherwise provided below, dangerous goods must not be carried by passengers or crew members, either as or in carry-on baggage or checked baggage or on their person.

Security type equipment such as attaché cases, cash boxes, cash bags, etc. incorporating dangerous goods, for example lithium batteries or pyrotechnic material, are totally forbidden.

The following list are dangerous goods not regulated when carried by passengers or crew members or in baggage, transported by the operator, that has been separated from its owner during transit (e.g. lost baggage or improperly routed baggage):

1. When in retail packagings, alcoholic beverages containing more than 24 per cent but not more than 70 per cent alcohol by volume, in receptacles not exceeding 5 L, with a total net quantity per person of 5 L for such beverages;

Note.— Alcoholic beverages containing not more than 24 per cent alcohol by volume are not subject to any restrictions.

2. Non-radioactive medicinal or toilet articles (including aerosols). Also aerosols in Division 2.2, with no subsidiary risk, for sporting or home use in checked baggage only. The total net quantity of all such articles carried by each person must not exceed 2 kg or 2 L and the net quantity of each single article must not exceed 0.5 kg or 0.5 L. The term “medicinal or toilet articles (including aerosols)” is intended to include such items as hair sprays, perfumes, colognes and medicines containing alcohols;
3. With the approval of the operator(s), small gaseous oxygen or air cylinders or oxygen generator required for medical use;
4. Small carbon dioxide gas cylinders worn for the operation of mechanical limbs, also spare cylinders of a similar size if required to ensure an adequate supply for the duration of the journey;
5. With the approval of the operator(s), as checked baggage only, securely boxed cartridges for sporting purposes, in Division 1.4S, in quantities not exceeding 5 kg gross mass per person for that person’s own use, excluding ammunition with explosive or incendiary projectiles. Allowances for more than one person must not be combined into one or more packages;
6. Dry ice in quantities not exceeding 2 kg per person, when used to pack perishables not subject to these Instructions, provided the package permits the release of carbon dioxide gas:
  - in carry-on baggage; or
  - with the approval of the operator(s), in checked baggage;
7. Safety matches or a lighter intended for use by an individual when carried on the person. However, lighters containing unabsorbed liquid fuel (other than liquefied gas), lighter fuel and lighter refills are not permitted on one’s person or in checked or carry-on baggage;

Note.— “Strike anywhere” matches are forbidden for air transport.

8. Radioisotopic cardiac pacemakers or other devices, including those powered by lithium batteries, implanted into a person, or radio-pharmaceuticals contained within the body of a person as the result of medical treatment;
9. With the approval of the operator(s), wheelchairs or other battery-powered mobility aids with non-spillable batteries (see Packing Instruction 806 and Special Provision A67), as checked baggage provided the battery terminals are protected from short circuits and the battery is securely attached to the wheelchair or mobility aid;

10. With the approval of the operator(s), wheelchairs or other battery-powered mobility aids with spillable batteries as checked baggage, provided that the wheelchair or mobility aid can be loaded, stowed, secured and unloaded always in an upright position and that the battery is disconnected, the battery terminals are protected from short circuits and the battery is securely attached to the wheelchair or mobility aid. If the wheelchair or mobility aid cannot be loaded, stowed, secured and unloaded always in an upright position, the battery must be removed and the wheelchair or mobility aid may then be carried as checked baggage without restriction. The removed battery must be carried in strong, rigid packagings as follows:
  - a. these packagings must be leaktight, impervious to battery fluid and be protected against upset by securing to pallets or by securing them in cargo compartments using appropriate means of securement (other than by bracing with freight or baggage) such as by use of restraining straps, brackets or holders;
  - b. batteries must be protected against short circuits, secured upright in these packagings and surrounded by compatible absorbent material sufficient to absorb their total liquid contents; and
  - c. these packagings must be marked “Battery, wet, with wheelchair” or “Battery, wet, with mobility aid” and be labelled with a “Corrosive” label and with a package orientation label.

The pilot-in-command must be informed of the location of a wheelchair or mobility aid with an installed battery or the location of a packed battery.

It is recommended that passengers make advance arrangements with each operator; also unless batteries are non-spillable they should be fitted, where feasible, with spill-resistant vent caps;

11. Hair curlers containing hydrocarbon gas, no more than one per person, provided that the safety cover is securely fitted over the heating element. Gas refills for such curlers must not be carried;
12. With the approval of the operator(s), as carry-on baggage only, a mercurial barometer or mercurial thermometer carried by a representative of a government weather bureau or similar official agency. The barometer or thermometer must be packed in a strong outer packaging, having a sealed inner liner or a bag of strong leak-proof and puncture-resistant material impervious to mercury, which will prevent the escape of mercury from the package irrespective of its position. The pilot-in-command must be informed of the barometer or thermometer;
13. With the approval of the operator(s), no more than two small carbon dioxide cylinders of carbon dioxide or another suitable gas in Division 2.2 per person fitted into a self-inflating life-jacket for inflation purposes, plus no more than two spare cartridges;
14. With the approval of the operator(s), heat producing articles (i.e. battery-operated equipment such as underwater torches and soldering equipment which, if accidentally activated, will generate extreme heat and can cause fire) may be carried in carry-on baggage only. The heat producing component, or the energy source, must be removed so as to prevent unintentional functioning during transport;
15. One small medical or clinical thermometer which contains mercury, for personal use, when in its protective case;
16. With the approval of the operator(s), one avalanche rescue backpack per person equipped with a pyrotechnic trigger mechanism containing not more than 200 mg net of Division 1.4S and not more than 250 mg of compressed gas in Division 2.2. The backpack must be packed in such a manner that it cannot be accidentally activated. The airbags within the backpack must be fitted with pressure relief valves; and
17. Consumer electronic devices (watches, calculating machines, cameras, cellular phones, laptop computers, camcorders, etc.) containing lithium or lithium ion cells or batteries when carried by passengers or crew for personal use. Spare batteries must be individually protected so as to prevent short circuits and carried in carry-on baggage only. In addition, each spare battery must not exceed the following quantities:
  - for lithium metal or lithium alloy batteries, a lithium content of not more than 2 grams; or
  - for lithium ion batteries, an aggregate equivalent lithium content of not more than 8 grams



Lithium ion batteries with an aggregate equivalent lithium content of more than 8 grams but not more than 25 grams may be carried in carry-on baggage if they are individually protected so as to prevent short circuits and are limited to two spare batteries per person.

## **Appendix “E”**

### **Permits of Equivalent Level of Safety**

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## Appendix “F” GREEN AIRLINES’s Dangerous Good Acceptance Checklists

NON RADIOACTIVE DANGEROUS GOODS ACCEPTANCE CHECKLIST				
Air waybill # _____		Yes	No	N/A
1	If a consignment requires a dangerous goods transport document, does the airwaybill contain a statement to indicate that the dangerous goods are described on an accompanying dangerous goods transport (5;4.3).			
2	Is there a statement indicating that the consignment must be loaded on cargo aircraft only (5;4.3).			
Dangerous Goods Transport Document		Yes	No	N/A
3	Two copies offered (5;4.1.1)			
4	The English language is used on the document (XX-03)			
5	If more than one page, the pages are consecutively numbered (5;4.1.2.4)			
6	Name and address of the shipper and the consignee (5;4.1.3)			
7	For infectious substances (Division 6.2), and for controlled substances where a national law or international convention prohibits the disclosure of the technical name following an "n.o.s." or generic proper shipping name, the name and telephone number of a responsible person must be provided. (5;4.1.5.6)			
8	A statement indicating that the shipment is within the limitations prescribed for either passenger and cargo aircraft or cargo-only aircraft as appropriate (5;4.1.5.8.1 b)			
9	For each dangerous goods, a description containing: 1. UN number preceded by the letters "UN",			
10	2. Proper shipping name,			
11	• Class or, when assigned, the division			
12	3. For class 1 the compatibility group letter.			
13	4. Any assigned subsidiary hazard class or division number(s)			
14	5. Where assigned, the packing group for the substance or article which may be preceded by "PG" (e.g. "PG II").			
15	The packing instruction (if applied) and, when applicable, reference to Special Provision A1, A2 or A109, (5;4.1.5.8.1 a)			
16	For chemical kits and first aid kits, the total net quantity of dangerous goods. The net mass of liquids within the kits is to be calculated on a 1 to 1 basis of their volume, i.e. 1 litre equal to 1 kilogram; (5;4.1.4.2.2 e)			
17	For dangerous goods in machinery or apparatus, the individual total quantities of dangerous goods in solid, liquid or gaseous state, contained in the article; (5;4.1.4.2.2 f)			
18	The total quantity of dangerous goods covered by the description (by volume or mass as appropriate) of each item of dangerous goods bearing a different proper shipping name, UN number or packing group (5;4.1.5.1)			
19	When dangerous goods are transported according to the exceptions for dangerous goods packed in limited quantities, the words "limited quantity" or "LTD QTY" must be included. (5;4.1.5.2)			
20	For dangerous goods transported in salvage packaging, the words "SALVAGE PACKAGE" must be included. (5;4.1.5.3)			
21	An indication that an overpack has been used, when appropriate (5;4.1.5.8.1 d)			
22	A "Q" value rounded up to the first decimal place, if substances are packed in accordance with 3;4.3.3 or 4;1.1.8 c. (5;4.1.5.8.1 e)			



**Operations Manual  
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<b>NON RADIOACTIVE DANGEROUS GOODS ACCEPTANCE CHECKLIST</b>				
<b>Dangerous Goods Transport Document</b>		Yes	No	N/A
23	For self-reactive substances of Division 4.1, or other substances having similar properties, an indication that the packages containing such substances must be protected from direct sunlight, stored away from all sources of heat in a well ventilated area. (5;4.1.5.8.3)			
24	The certification "I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labelled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations." (5;4.1.6.1)			
25	Certification signed and dated by the shipper (5;4.1.6.1)			
26	All applicable State and operator's variations respected			
27	If the dangerous goods are shipped under a State exemption, a copy of the exemption must accompany the consignment. Where more than one State has granted an exemption for a particular consignment, the documents that need to accompany it are the exemptions granted by the States of Origin, transit (if relevant) and destination. (5;4.4.5)			
<b>Package or container</b>		Yes	No	N/A
28	Condition and integrity of the package			
29	The proper shipping name including technical name where required, and the UN or ID number (5;2.4.1)			
30	The net quantity of explosives and the gross mass of the package (5;2.4.3)			
31	Packaging Specification markings (5;2.4.4)			
32	If refrigerated liquefied gas: 6. Upright position marked by arrows or by using the "Package orientation" label. 6. Wording "KEEP UPRIGHT" must be placed at 120 degrees intervals around the package or on each side. 6. Packages must also be clearly marked "DO NOT DROP — HANDLE WITH CARE". (5;2.4.6) 6. "Cryogenic liquid" label (5;3.2.11 c)			
33	If Dry Ice present, the net mass of solid carbon dioxide (dry ice) (5;2.4.7)			
34	If diagnostic specimens (PI 650), the marking "Diagnostic Specimen". (5;2.4.8)			
35	For overpacks 7. Proper shipping names, UN numbers, "limited quantities" (when applicable), and special handling instructions appearing on interior packages must be clearly visible, or reproduced on the outside of the overpack. 7. When these instructions require the use of packagings bearing UN Specification Markings, the statement "Inner packages comply with prescribed specifications" must appear on an overpack used to enclose these packages, unless such markings are visible. (5;2.4.9)			
36	Primary hazard label which include a text indicating the nature of the risk (5;3.3.1.1)(XX-04)			
37	Subsidiary hazard label(s) (if applicable) which include a text indicating the nature of the risk (5;3.3.1.1)(XX-04)			
38	Orientation labels (2 sides) (if applicable) (5;3.2.11 b)			
39	Cargo aircraft only (CAO) if applicable (5;3.2.11 a)			
40	Magnetized material label (if applicable) (5;3.2.10)			

Date : \_\_\_\_\_

Name : \_\_\_\_\_ Signature: \_\_\_\_\_

<b>Shipment accepted</b>	Yes	No

NOTE: All questions must be answered by checking one of the following boxes: Yes, No or Not applicable. The acceptance or rejection of the shipment must also include the date, the name in block letter and the signature of the person who has filled the acceptance checklist.



## Radioactive Material Checklist

RADIOACTIVE MATERIAL ACCEPTANCE CHECKLIST				
Air waybill # _____		Yes	No	N/A
1	If a consignment requires a dangerous goods transport document, does the airwaybill contain a statement to indicate that the dangerous goods are described on an accompanying dangerous goods transport (5;4.3).			
2	Is there a statement indicating that the consignment must be loaded on cargo aircraft only (5;4.3).			
Dangerous Goods Transport Document		Yes	No	N/A
3	Two copies offered (5;4.1.1)			
4	The English language is used on the document (XX-03)			
5	If more than one page, the pages are consecutively numbered (5;4.1.2.4)			
6	Name and address of the shipper and the consignee (5;4.1.3)			
7	A statement indicating that the shipment is within the limitations prescribed for either passenger and cargo aircraft or cargo-only aircraft as appropriate (5;4.1.5.8.1 b)			
8	For each dangerous goods, a description containing: 8. UN number preceded by the letters "UN" (5;4.1.4.1 a)			
9	9. Proper shipping name (5;4.1.4.1 b)			
10	• Class 7 (5;4.1.4.1 c)			
11	10. Any assigned subsidiary hazard class or division number(s)			
12	The name or symbol of each radionuclide or, for mixtures of radionuclide, an appropriate general description or a list of the most restrictive nuclides (5;4.1.5.8.7.1 a)			
13	A description of the physical and chemical form of the material, or a notation that the material is special form radioactive material or low dispersible radioactive material. A generic chemical description is acceptable for chemical form (5;4.1.5.8.7.1 b)			
14	The maximum activity of the radioactive contents during transport expressed in units of becquerels (Bq) with an appropriate SI prefix. For fissile material, the mass of fissile material in units of grams (g), or appropriate multiples thereof, may be used in place of activity (5;4.1.5.8.7.1 c)			
15	The category of the package, i.e. I-WHITE, II-YELLOW, III-YELLOW (5;4.1.5.8.7.1 d)			
16	The transport index (categories II-YELLOW and III-YELLOW only) (5;4.1.5.8.7.1 e)			
17	For consignments including fissile material the criticality safety index (5;4.1.5.8.7.1 f)			
18	The identification mark for each competent authority approval certificate (special form radioactive material, low dispersible radioactive material, special arrangement, package design, or shipment) applicable to the consignment (5;4.1.5.8.7.1 g)			
19	For consignments of packages in an overpack or freight container, a detailed statement of the contents of each package within the overpack or freight container and, where appropriate, of each overpack or freight container in the consignment. If packages are to be removed from the overpack or freight container at a point of intermediate unloading, appropriate transport documents must be made available (5;4.1.5.8.7.1 h)			
20	Where a consignment is required to be shipped under exclusive use, the statement "EXCLUSIVE USE SHIPMENT" (5;4.1.5.8.7.1 i)			
21	For LSA-II, LSA-III, SCO-I and SCO-II, the total activity of the consignment as a multiple of A2. (5;4.1.5.8.7.1 j)			
22	When dangerous goods are shipped as authorized by Special Provision A1, A2 or A109, they must be accompanied by a copy of the document(s) of approval, showing the quantity limitations, the packing requirements and, in the case of A2, the labelling requirements.			



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<b>RADIOACTIVE MATERIAL ACCEPTANCE CHECKLIST</b>				
<b>Dangerous Goods Transport Document</b>		<b>YES</b>	<b>NO</b>	<b>N/A</b>
23	An indication that an overpack has been used, when appropriate (5;4.1.5.8.1 d)			
24	The certification "I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labelled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations." (5;4.1.6.1)			
25	Certification signed and dated by the shipper (5;4.1.6.1)			
26	All applicable State and operator's variations respected			
27	If the dangerous goods are shipped under a State exemption, a copy of the exemption must accompany the consignment. Where more than one State has granted an exemption for a particular consignment, the documents that need to accompany it are the exemptions granted by the States of Origin, transit (if relevant) and destination. (5;4.4.5)			
<b>Package or container</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
28	Condition and integrity of the package			
29	The proper shipping name including technical name where required, and the UN or ID number (5;2.4.1)			
30	For radioactive material, if gross mass exceeding 50 kg, the permissible gross mass must be marked (5;2.4.5 a)			
31	For radioactive material, "TYPE IP-1", "TYPE IP-2", "TYPE IP-3" or "TYPE A" legibly and durably marked on the outside of the packaging. (5;2.4.5 b)			
32	For radioactive material, "TYPE IP-1", "TYPE IP-2", "TYPE IP-3" or "TYPE A" must be legibly and durably marked on the outside of the packaging with the international vehicle registration code (VRI Code) of the country of origin of design and the name of the manufacturers, or other identification of the packaging specified by the competent authority. (5;2.4.5b)			
33	For radioactive material Type "B" & "C" 11. the identification mark allocated to that design by the competent authority; 11. a serial number to uniquely identify each packaging which conforms to that design; 11. in the case of a Type B(U) or Type B(M) package design, with "TYPE B(U)" or "TYPE B(M)"; and 11. in the case of a Type C package design, with "TYPE C".			
34	If a Type B(U), Type B(M) or Type C package, the trefoil symbol (5;2.4.5 d)			
35	If Dry Ice present, the net mass of solid carbon dioxide (dry ice) (5;2.4.7)			
36	For overpacks 12. Proper shipping names, UN numbers, and special handling instructions appearing on interior packages must be clearly visible, 12. or reproduced on the outside of the overpack. 12. When these Instructions require the use of packagings bearing UN Specification Markings or Type A or B packagings for radioactive material, the statement "Inner packages comply with prescribed specifications" must appear on an overpack used to enclose these packages, unless such markings are visible. (5;2.4.9)			
37	Two radioactive material, (on 2 sides)(5;3.2.6)			
38	Subsidiary hazard label(s) (if applicable) which include a text indicating the nature of the risk (5;3.3.1.1)(XX-04)			
39	Cargo aircraft only (CAO) if applicable (5;3.2.11 a)			

Date : \_\_\_\_\_

Name : \_\_\_\_\_ Signature: \_\_\_\_\_

Shipment accepted **Yes** **No**

NOTE: All questions must be answered by checking one of the following boxes: Yes, No or Not applicable. The acceptance or rejection of the shipment must also include the date, the name in block letter and the signature of the person who has filled the acceptance checklist.



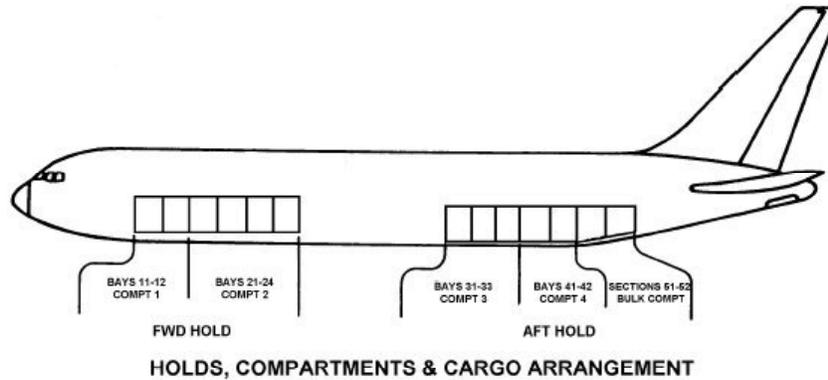


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## Appendix “H”

### Location and numbering system of cargo compartments together with the maximum total sum of transport indexes of radioactive material permitted in each compartment

#### Boeing 767-200



### Radioactive Material

#### Category 1, White Label

1. No restrictions.

#### Categories 2 and 3, Yellow Label

2. Degree of radioactivity expressed in terms of Transport Index (TI).
3. Must be loaded directly on the floor of the compartment.
4. Must be separated from LIVE or PERISHABLE
5. Maximum TI per compartment is shown in the following table:

<b>BOEING 767-300 RADIOACTIVE, YELLOW LABEL</b>		<b>Maximum Allowable Transport Index</b>	
<b>COMPARTMENT</b>	<b>BAY</b>	<b>With Passengers</b>	<b>Without Passengers</b>
FWD HOLD	11, 11P	10	0
	12	0	0
	21, 21P, 22, 23	0	50*
	22P, 24, 25	0	50*
	23P, 26	10	50*
AFT HOLD	31	10	50*
	32 - 33 - 34 - 35 - 41	0	50*
	42	10	50*
BULK COMPT	SECTION NO.		
	51	6	50*
	52	0	50*

\*Total maximum of 50 Tis per aircraft

**Radioactive Material - Limitation - Boeing 767-300**

6. Category II and III Yellow label radioactive material must be separated from persons.
7. The following chart indicate the maximum transport index (TI) allowed in all areas.
8. On flight with passengers, the bottom of the package must be loaded directly on the floor of the unit load device / hold floor.

Package Height	Total Bays
	11 11P 26 23P (1)
CM	Transport Index
10 - 20	10
21 - 30	9
31 - 41	8
42 - 53	7
54 - 69	6
70 - 84	5
85 - 99	4
100 - 114	3
115 - 135	2
136 - 155	1

If radioactive material is planned in bay 11 or 11P and 23P or 26, the total transport indexes in each bay must not exceed 5.0

**Solid Carbon Dioxide / Dry Ice Limitation  
B767-300**

Hold	Maximum Quantity
Forward Hold	200 kg
Aft and Bulk Hold	200 kg

### Appendix “I” Documents of Contracted Services

Code	Destination	Passenger Handling	Ground Handling	Cargo Acceptance	COMAT Shipper
XBAN	Banana City	Fantasia Handling	Fantasia Handling	GREEN AIRLINES Cargo	GREEN AIRLINES
XAPP	Apple Town	GREEN AIRLINES	Fantasia Handling	GREEN AIRLINES Cargo	GREEN AIRLINES
XKIW	Kiwi Town	GREEN AIRLINES	Fantasia Handling	GREEN AIRLINES Cargo	GREEN AIRLINES
VTBB	TBA	TBA	TBA	TBA	TBA
VHHH	Hong Kong, China	GREEN AIRLINES	Cathay Pacific Airways Ltd	Cathay Pacific Airways Ltd	GREEN AIRLINES
YSBK	Sydney, Australia	Australian Airexpress	Australian Airexpress	Australian Airexpress	GREEN AIRLINES
VVTS	TBA	TBA	TBA	TBA	TBA
VVNB	TBA	TBA	TBA	TBA	TBA



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## Appendix “J” Dangerous Goods Occurrence Report

Person Reporting		
Name of Air Operator		
Person completing this form		
Address		
Telephone number, including the area code	Fax number, including the area code	E-mail

Incident – Accident					
Date of incident or accident			Time of incident or accident		
	On board an aircraft		Near an aircraft		At an air cargo facility
Location (Be specific)					
	Number of deaths		Number of injured persons requiring hospitalization		
Emergency response personnel at site of dangerous occurrence					
	Fire department		Police		Other

Dangerous Goods				
UN or ID Number	Proper Shipping Name	Class or division	Type of package	Mass or volume of estimated loss



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Describe the events leading to the dangerous incident or accident

**APPENDIX “5-2”  
Operations Manual’s Dangerous Goods Segment**

**Instruction:**

1. The form once completed should be returned to the [Authority].
2. Failure to complete this form in full may result in a delay in processing the application.
3. The issuing of this form does not in itself constitute an approval of the operations manual.

Operator’s Name: GREEN Airlines

For each of the item listed on the left, indicate in which manual the information is located as well as a precise reference.

	<b>Information provided to the employees</b> (ICAO TI 7;4.2)	<b>Operations Manual or Other Manual (specify)</b>	<b>Reference in the Applicable Manual</b>	<b>FDG</b>
<b>1</b>	<b>General Restrictions</b>			
<b>1.1</b>	States the types of dangerous goods operations the company is engaged in.	<i>Company Operations Manual (COM)</i>	<i>3.1</i>	
<b>1.2</b>	States which dangerous goods they do or do not accept for transport in which locations.	<i>Ground Handling Manual (GHM)</i>	<i>8.3.1</i>	
<b>1.3</b>	There is a list of all locations where the operations manual is/are kept.	<i>Company Operations Manual (COM)</i>	<i>1.3</i>	
<b>2</b>	<b>Dangerous Goods Coordinator</b>			
<b>2.1</b>	The operator states the Company Title and telephone number or Individual’s name and telephone number of the company Dangerous Goods Program Coordinator(s), or designated person(s) and his/her role(s) with respect to the administration of the company’s dangerous goods program	<i>Company Operations Manual (COM)</i> <i>Cabin Attendant Manual (CAM)</i> <i>Ground Handling Manual (GHM)</i>	<i>1.2</i> <i>6.1.2</i> <i>8.1.3</i>	
<b>2.2</b>	The operator list names and contact points for all third parties acting on their behalf for training, handling, offering for transport or transporting dangerous goods.	<i>Ground Handling Manual (GHM)</i>	<i>8.7</i>	
<b>3</b>	<b>Applicable Regulations</b>			
<b>3.1</b>	The operator identifies the applicable regulations and documents the company uses, where they’re located and how they’re accessed	<i>Company Operations Manual (COM)</i> <i>Ground Handling Manual (GHM)</i>	<i>1.3</i> <i>8.1.3</i>	
<b>4</b>	<b>Aircraft Specific</b>			
<b>4.1</b>	The manual provides instructions on loading restrictions of the operator (if applicable). (ICAO TI 7;4.2)	<i>Ground Handling Manual (GHM)</i>	<i>8.1.3</i>	
<b>4.2</b>	States any aircraft dangerous goods loading restrictions by aircraft type (ICAO TI Part 7;2)	<i>Company Operations Manual (COM)</i> <i>Ground Handling Manual (GHM)</i>	<i>Appendix “H”</i> <i>Chapter 8</i> <i>Appendix “H”</i>	
<b>4.3</b>	The manual provides details of the location and the numbering system of cargo compartments. (ICAO TI 7;4.2)	<i>Company Operations Manual (COM)</i> <i>Ground Handling Manual (GHM)</i>	<i>Appendix “H”</i> <i>Chapter 8</i> <i>Appendix “H”</i>	
<b>4.4</b>	The manual specifies the maximum total sum of transport indexes of radioactive material permitted in each compartment. (ICAO TI 7;4.2)	<i>Company Operations Manual (COM)</i> <i>Ground Handling Manual (GHM)</i>	<i>Appendix “H”</i> <i>Chapter 8</i> <i>Appendix “H”</i>	

**APPENDIX “5-2”  
Operations Manual’s Dangerous Goods Segment**

	<b>Information provided to the employees</b> (ICAO TI 7;4.2)	<b>Operations Manual or Other Manual (specify)</b>	<b>Reference in the Applicable Manual</b>	<b>FDG</b>
<b>5</b>	<b>Training (ICAO TI 1;4 and 7;4.9)</b>			
<b>5.1</b>	States who is responsible for the air operator's Training Program and Training Records (ICAO TI 1;4.2.5)	<i>Company Operations Manual (COM)</i>	2.1	
<b>5.2</b>	States which company employees require training, type of training and frequency of recurrent training; (ICAO TI 7;4.9)	<i>Company Operations Manual (COM)</i>	2.1	
<b>5.3</b>	States that the air operator training programs must be approved by the State of authority (ICAO TI 1;4.1.2)	<i>Company Operations Manual (COM)</i>	2.2	
<b>6</b>	<b>Passenger Handling (ICAO TI 7;5 and 8;1)</b>			
<b>6.1</b>	Describes which dangerous goods are permitted and not permitted in passenger or crew baggage or on the person (ICAO TI 8;1)	<i>Company Operations Manual (COM)</i> <i>Cabin Attendant Manual (CAM)</i> <i>Ground Handling Manual (GHM)</i>	<i>Appendix “C”</i>  <i>Chapter 6</i> <i>Appendix “C”</i> <i>Chapter 8</i> <i>Appendix “C”</i>	
<b>6.2</b>	Describes the procedures for and the form of promulgating information to passengers. (ICAO TI 7;5)	<i>Ground Handling Manual (GHM)</i>	8.3.3	
<b>6.3</b>	States what the acceptance procedures are for passengers and baggage. (ICAO TI 7;5)	<i>Ground Handling Manual (GHM)</i>	8.3.5	
<b>7</b>	<b>COMAT Shipment (ICAO TI 7;4.2)</b>			
<b>7.1</b>	If the air operator does not perform the responsibilities of a shipper of COMAT, then the air operator will include a statement to this effect (ICAO TI 7;4.2)	<i>Company Operations Manual (COM)</i>	N/A	
<b>7.2</b>	State who is responsible/qualified to prepare dangerous goods COMAT for transport.	<i>Ground Handling Manual (GHM)</i>	8.4.1	
<b>7.3</b>	Describes how dangerous goods COMAT are prepared for transport	<i>Ground Handling Manual (GHM)</i>	8.4.1	
<b>7.4</b>	Explains how dangerous goods COMAT are to be processed once prepared.	<i>Ground Handling Manual (GHM)</i>	8.4.2	
<b>8</b>	<b>Acceptance Procedures (ICAO 7;1)</b>			
<b>8.1</b>	Describes how dangerous goods are prevented from entering the system without appropriate preparation (ICAO 7;4.7)	<i>Ground Handling Manual (GHM)</i>	8.4.1 A	
<b>8.2</b>	States the procedures for accepting general cargo ensuring that dangerous goods do not enter the system when they are not permitted. (ICAO TI 7;6.1)	<i>Ground Handling Manual (GHM)</i>	8.4.1 B	
<b>8.3</b>	States the procedures for accepting/rejecting dangerous goods cargo (ICAO TI 7;1)	<i>Ground Handling Manual (GHM)</i>	8.4.1	
<b>8.4</b>	States the procedures for handling rejected dangerous goods in cargo.	<i>Ground Handling Manual (GHM)</i>	8.4.1 C	
<b>8.5</b>	Describes the procedures for and the form of promulgating information to those offering dangerous goods or cargo for transport. (ICAO TI 7;4.7)	<i>Ground Handling Manual (GHM)</i>	8.3.3 E	

**APPENDIX “5-2”  
Operations Manual’s Dangerous Goods Segment**

	<b>Information provided to the employees</b> (ICAO TI 7;4.2)	<b>Operations Manual or Other Manual (specify)</b>	<b>Reference in the Applicable Manual</b>	<b>FDG</b>
<b>9</b>	<b>Retention of Documents (ICAO TI 7;4.10)</b>			
<b>9.1</b>	Describes what documents must be retained	<i>Company Operations Manual (COM)</i>	4.7	
<b>9.2</b>	States the length of time each type of document must be retained	<i>Company Operations Manual (COM)</i>	4.7	
<b>9.3</b>	Describes who is responsible for retaining the document;	<i>Company Operations Manual (COM)</i>	4.7	
<b>9.4</b>	States the location where each is to be kept, including with third party;	<i>Company Operations Manual (COM)</i>	4.7	
<b>10</b>	<b>Ground Handling (ICAO 7;2)</b>			
<b>10.1</b>	Describes procedures for storing cargo in the course of air transportation, other than on the aircraft	<i>Ground Handling Manual (GHM)</i>	4.2	
<b>10.2</b>	Describes procedures for movement within the cargo facility, and to and from the cargo facility to the aircraft	<i>Ground Handling Manual (GHM)</i>	4.3 and 4.5	
<b>10.3</b>	Describes procedures for replacing lost, detached or illegible safety marks on packages, overpacks, freight or unit load devices. (ICAO TI 7;2.6)	<i>Ground Handling Manual (GHM)</i>		
<b>10.4</b>	Describes the procedures for loading/unloading dangerous goods onto or from and aircraft	<i>Ground Handling Manual (GHM)</i>	4.3 and 4.5	
<b>11</b>	<b>Load Planning (ICAO TI 7;4.1)</b>			
<b>11.1</b>	Describes the procedures for load planning (including preparation of NOTOC where applicable). (ICAO TI Part 7)	<i>Company Operations Manual (COM) Ground Handling Manual (GHM)</i>	4.3 ii 8.4.3 ii	
<b>12</b>	<b>Emergency Procedures (ICAO TI 7;4)</b>			
<b>12.1</b>	States emergency response information is available and where the pilot-in-command/other crew members can find it (ICAO TI 7;4.8)	<i>Company Operations Manual (COM)</i>	6.3 and 1.3 a)	
<b>12.2</b>	States how the pilot-in-command is to report emergencies involving dangerous goods. (ICAO TI 7;4.3)	<i>Company Operations Manual (COM)</i>	5.4.1	
<b>12.3</b>	Describes how the NOTOC is accessed during an emergency (ICAO TI 7;4.1.3)	<i>Company Operations Manual (COM)</i>	4.3 a) ii)	
<b>12.4</b>	Describes the procedures for managing a dangerous goods incident/accident on the ground. (ICAO TI 7;3)	<i>Company Operations Manual (COM) Ground Handling Manual (GHM)</i>	6.4 and 6.5 8.6.4 and 8.6.5	
<b>12.5</b>	Describes the procedures for managing misdeclared or undeclared dangerous goods. (ICAO TI 7;4.5)	<i>Company Operations Manual (COM) Ground Handling Manual (GHM)</i>	3.5 and 5.2 8.3.5 and 8.5.2	

**APPENDIX "5-2"**  
**Operations Manual's Dangerous Goods Segment**

	Information provided to the employees (ICAO TI 7;4.2)	Operations Manual or Other Manual (specify)	Reference in the Applicable Manual	FDG
12.6	Describes the procedures to follow when reporting undeclared or misdeclared dangerous goods. (ICAO TI 7;4.5)	<i>Company Operations Manual (COM)</i> <i>Ground Handling Manual (GHM)</i>	5.2 8.5.2	
12.7	Describes the procedures to follow when reporting dangerous goods in passenger/crew baggage (ICAO TI 7;4.5)	<i>Company Operations Manual (COM)</i> <i>Cabin Attendant Manual (CAM)</i> <i>Ground Handling Manual (GHM)</i>	5.2 6.5.2 8.5.2	
12.8	Describes procedures to follow when reporting dangerous goods incidents/accidents. (ICAO TI 7;4.4)	<i>Company Operations Manual (COM)</i> <i>Cabin Attendant Manual (CAM)</i> <i>Ground Handling Manual (GHM)</i>	5.3 6.5.3 8.5.3	
12.9	In the event of an aircraft accident or serious incident, the operator must have a procedure to provide information without delay to emergency service responders about dangerous goods on board. (ICAO TI 7;4.6)	<i>Company Operations Manual (COM)</i> <i>Ground Handling Manual (GHM)</i>	4.3 b) and 5.3 a) 8.4.3 b) and 8.5.3 a)	

Declaration and Signature

The information given in this application form is correct to the best of my knowledge and belief.

Applicant's Name: Yuguang Zheng Date: 08 February 2008

Signature: *Yuguang Zheng*

Observation		
Name and Title of Inspector		Date
Telephone	Fax	Email