

Cargo Training International



Programme of Courses for 2017

UK PDF Edition

UNITED KINGDOM AND INTERNATIONALLY APPROVED
TRAINING PROGRAMMES FOR INDUSTRY:

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Who are Cargo Training International?

Established in 1992, Cargo Training International (CTI) is approved by the Civil Aviation Authority to undertake training courses for the carriage of dangerous goods by air, including radioactive materials.

All instructors are CAA approved. All students who pass the examination are registered as internationally approved to sign for dangerous goods consignments.

We also offer training for dangerous goods by sea and road; a preparatory course for the Dangerous Goods Safety Adviser examination, and an Introduction to Air Cargo programme.

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All courses listed above can be run in-house and the following specialist courses:

- Dangerous Goods Awareness (Air, Road and Sea or Multimodal)
- Dangerous Goods Multimodal Overview
- Carriage of Lithium Batteries (Air, Road, Sea, CFR 49 or Multimodal)
- Dangerous Goods by Air for Airline Staff
- Dangerous Goods by Rail
- Infectious Substances
- Radioactive Materials by Air, Road, Sea or Rail
- Safety Data Sheets

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Dangerous Goods by Air

It is a requirement by law that comprehensive and approved training must be given to all staff involved in the packaging, documentation or handling of dangerous goods.

The regulations covering the transportation of dangerous goods by air are issued by the International Civil Aviation Organisation (ICAO). The International Air Transport Association (IATA) publish an annual Dangerous Goods Manual which is recognised as the industry standard and is used on the course.

All students who pass the examinations are registered as internationally approved to sign for dangerous goods consignments. It is also a requirement of law that revalidation training be carried out every 24 months.

Cargo Training International trainers are approved by the UK Civil Aviation Authority.

The full three day course will enable students to:

- Apply the information given in the ICAO and IATA regulations to dangerous goods shipments
- Check that packing, marking and labelling meet ICAO/IATA standards
- Interpret dangerous goods lists
- Recognise prohibited items
- Understand packing instructions
- Recognise marking and labelling
- Understand the shipper's and the carrier's responsibilities
- Complete dangerous goods documentation

The two day revalidation course will enable students to:

- Check knowledge of the regulations
- Update on amendments and new rules

Please note that the two day programme is only recommended to those who hold the full dangerous goods certificate.

On completion of this course - which includes a written examination - candidates will receive a certificate endorsed by the UK CAA. All certificate holders are registered with the Approval Authority. See [Page 8](#) for course dates and prices.

Radioactive Materials by Air

Cargo Training International offers two courses for Radioactive Materials by Air. The full (2 day) course is intended for those students who have not undertaken the subject matter before and the one day revalidation module can only be undertaken by persons who hold a valid Dangerous Goods by Air certificate or are revalidating a Radioactive certificate.

The course objectives are:

- Locate information concerning the classification of radioactive materials in the IATA Dangerous Goods Regulations.
- Check packages of radioactive materials for marking and labelling accuracy.
- Check the Shippers Declaration for accuracy.
- Apply the regulations covering segregation and stowage of radioactive materials in accordance with the IATA Dangerous Goods Regulations
- Pack radioactive materials correctly.
- Be able to take correct action in the event of damage to radioactive materials packages.

Diagnostic & Infectious Substances by Air

This is a one day course offering specialist training for the carriage of infectious substances and diagnostic specimens under Class 6.2. The course is designed for students who are new to the subject and for those who are updating their knowledge in accordance with the refresher training requirements.

See [Page 8](#) for course dates and prices.

Dangerous Goods by Road

This programme covers the regulations relating to the carriage of dangerous goods by road both in Great Britain (Statutory Instrument 2009 No.1348& Amendment 2011 No 1885) and Europe (ADR). The full training requirements can be found in the ADR (European Agreement concerning the international carriage of dangerous goods by road) Volume 1, Chapter 1.3 (page 33). This Chapter also includes reference to “refresher training”.

The three day course will enable student to use the ADR manual and the relevant GB Statutory Instruments to prepare dangerous goods shipments and associated documentation.

The two day revalidation programme is available for those who have previously attended the full course but need to refresh their knowledge (due to changes in the ADR and the GB Regulations). This should take place when the regulations change which is currently every two years. We have incorporated the revalidation course into the three day programme and students will attend on days two and three.

The course objectives are:

- Legal responsibilities
- Documentation
- Dangerous Goods classes (restrictive and non restrictive)
- Packaging, marking and labelling
- IBCs
- Mixed Packing
- Accident Instructions (TREM cards)
- GB Road Regulations

See [Page 9](#) for course dates and prices.

Dangerous Goods by Sea

The training requirements contained in the IMDG Code (Vol.1-Chapter 1.3) are mandatory. Any person engaged in the packing, handling or transport of dangerous goods by sea must conform to the appropriate training as laid down in table 1.3.1.6 of the Codes (Page 27). Refresher training is also required.

This programme will enable students to use the IMDG codes to prepare dangerous goods shipments and associated documentation. A certificate of competence will be awarded to those who successfully complete the course and the written examination.

The course is suitable for students who have not attended any training on this subject before or who are updating their knowledge in accordance with the refresher training requirements.

The course objectives are:

- Legal responsibilities
- Documentation
- Dangerous Goods classes
- Packaging, marking and labelling
- IBCs
- Stowage, separation and segregation
- Limited quantities
- EmS
- MFIAG
- Validation

See [page 9](#) for course dates and prices.

Dangerous Goods Safety Advisor

The European Commission issued a Directive (96/35/EC) on the appointment and qualification of Safety Advisers for the transport of dangerous goods by road, rail and inland waterways.

If you ship dangerous goods by any of these modes of transport, you will probably need to appoint a Dangerous Goods Safety Adviser (DGSA). The examination for the vocational qualification is set by the Scottish Qualifications Authority and administered by them.

- Vehicle Operations
- Driver responsibilities and training requirements
- Environmental Protection
- Reporting Duties
- Safety audits
- Emergency procedures
- The role of the DGSA
- Training requirements
- DGSA examination syllabus
- Job functions of the DGSA
- Transport of dangerous goods by rail and inland waterways

We are offering a cost-effective five day preparatory training programme which will cover all the essential elements of the syllabus necessary for the examination. The course comprises study of the appropriate road regulations plus the following subjects:

Potential candidates for this programme should be in possession of the Scottish Qualifications Authority (SQA) package known as the DGSA Candidates Information Pack. This contains all the information required to arrange and sit the examination which can only be taken through this body. It is available to download from their website (www.sqa.org.uk).

You will be required to bring along your own copies of the regulations/manuals required for the SQA examination (the list of regulations are published by the SQA and are included in the DGSA candidates pack and also on the [SQA website](#))

See [Page 9](#) for course dates and prices.

DOT— CFR49 US Department of Transportation Hazardous Materials Regulations

Many UK based companies may require some knowledge of the transport of dangerous goods in the USA. Such knowledge could avoid delays to shipments which are sent to America for onward journeys within that country. This course will give students a basic understanding of the regulations and enable them to locate information in the 49 CFR Manual.

The course objectives are:

- Understanding of the DOT 49 CFR regulations
- How to use DOT 49 CFR Manual
- The Legislative Framework - Department of Transportation, Department of Labor's OSHA and the Environmental Protection Agency
- Enforcement - the enforcing organizations and the protocol after a violation
- Emergency Response Requirements and Hazardous Materials Incidents
- Reporting
- What is the TSA and how does it relate to hazardous material transportation
- Legal and Regulatory Developments - what is new and what is proposed

Currently this course is only offered in-house

Lithium Batteries

The carriage of lithium batteries has become a major topic of discussion throughout the transport industry in recent times and there have been several incidents causing concern about the safety of these components whilst in transit. This has led to international legislation for all modes of transport governing the packing, labelling, marking and shipping documentation required to ensure their safe passage whether in the air, on the road or on the sea.

We have developed a series of modules which can be taken as a complete set or on a 'pick and mix' basis depending on the mode of transport you require.

Students will learn:

- Hazard classes and proper shipping names
- Marking and labelling a shipment
- Packaging requirements
- Completion of documentation
- Special provisions
- Limited Quantities
- Checking of shipments

An examination will conclude the air module only and a certificate will be issued to successful students. The certificates will be valid for two years.

See [Page 9](#) for course dates and prices.

Limited and Excepted Quantities

These courses cover excepted and limited quantities being shipped by air, road and sea. The modules will encompass the procedures in the regulations for shipping excepted and limited quantities, and give delegates the knowledge to ensure compliance with the rules.

We have developed a series of modules which can be taken as a complete set or on a 'pick and mix' basis depending on the mode of transport you require.

An examination will conclude the air module only and a certificate will be issued to successful students. The certificates will be valid for two years.

Currently this course is only offered in-house

Students will be able to:

- Locate key information in the IATA, ADR and IMDG Regulations
- Prepare and package for shipment
- Correctly mark and label a package
- Complete the documentation

IN HOUSE TRAINING

As specialists in the field of cargo training, Cargo Training International offer tailored programmes to companies who wish to hold courses for their own staff.

In addition to our core programme outlined in this brochure, we also offer the following courses:

IN HOUSE COURSES	
Dangerous Goods Awareness	A one day programme for warehouse, packing or ancillary staff who require a general knowledge of the subject.
Dangerous Goods by Air for Airline Staff	Includes radioactive regulations.
Dangerous Goods by Rail	A two day programme covering dangerous goods by rail (RID Regulations)
Infectious Substances	A two day programme designed for the pharmaceutical industry.
Dangerous Goods (Limited and Excepted Quantities)	One or two day programme. First day covers Air (ICAO/IATA) Day 2 covers Road and Sea regulations (ADR/IMDG code).
Carriage of Lithium Batteries	Air: one day programme. Road and Sea: 1/2 Day modules
Radioactive Materials by Air, Road, Sea or Rail	Full two day courses and a one day refresher programme available. (The Air course is also offered as public courses. See page 6 for dates and prices)
Dangerous Goods Multimodal Overview	A one day general overview of the carriage of dangerous goods by air, sea and road, including legal requirements and responsibilities.
Safety Data Sheets	A one day awareness programme to enable students to extract general information from these sheets.

Please call for more information on our in-house training.

CDMT—ONLINE TRAINING

CDMT (CD Media Training) is a company jointly owned by Cargo Training International, Peter East Associates and Training Team and offers web based training. Current titles are GSAT—General Security Awareness Training and an Online Dangerous Goods Training. For more information please visit the following website:

www.onlinedangerousgoodstraining.com

www.gsattraining.net

Dangerous Goods by Air

FULL 3 DAY COURSE	
Heathrow	09 - 11 January 2017
Manchester	16 - 18 January 2017
Birmingham	16 - 18 January 2017
Glasgow	06 - 08 February 2017
Heathrow	06 - 08 February 2017
Leeds Bradford	13 - 15 February 2017
Manchester	20 - 22 February 2017
Bournemouth	06 - 08 March 2017
Heathrow	06 - 08 March 2017
Birmingham	13 - 15 March 2017
Bristol	20 - 22 March 2017
Heathrow	27 - 29 March 2017
Newcastle	24 - 26 April 2017
Heathrow	24 - 26 April 2017
Manchester	08 - 10 May 2017
Birmingham	15 - 17 May 2017
Heathrow	15 - 17 May 2017
Newport	05 - 07 June 2017
Heathrow	12 - 14 June 2017
Manchester	03 - 05 July 2017
Birmingham	10 - 12 July 2017
Heathrow	10 - 12 July 2017
Heathrow	07 - 09 August 2017
Heathrow	11 - 13 September 2017
Glasgow	18 - 20 September 2017
Manchester	18 - 20 September 2017
Leeds Bradford	25 - 27 September 2017
Heathrow	02 - 04 October 2017
Birmingham	02 - 04 October 2017
Bristol	09 - 11 October 2017
Newcastle	16 - 18 October 2017
Heathrow	30 October - 01 November 2017
Manchester	13 - 15 November 2017
Heathrow	04 - 06 December 2017

REVALIDATION 2 DAY COURSE	
Heathrow	12 - 13 January 2017
Manchester	19 - 20 January 2017
Birmingham	19 - 20 January 2017
Glasgow	09 - 10 February 2017
Heathrow	09 - 10 February 2017
Leeds Bradford	16 - 17 February 2017
Manchester	23 - 24 February 2017
Bournemouth	09 - 10 March 2017
Heathrow	09 - 10 March 2017
Birmingham	16 - 17 March 2017
Bristol	23 - 24 March 2017
Heathrow	30 - 31 March 2017
Newcastle	25 - 26 April 2017
Heathrow	27 - 28 April 2017
Manchester	11 - 12 May 2017
Birmingham	18 - 19 May 2017
Heathrow	18 - 19 May 2017
Newport	06 - 07 June 2017
Heathrow	15 - 16 June 2017
Manchester	06 - 07 July 2017
Birmingham	11 - 12 July 2017
Heathrow	13 - 14 July 2017
Heathrow	10 - 11 August 2017
Heathrow	14 - 15 September 2017
Glasgow	21 - 22 September 2017
Manchester	19 - 20 September 2017
Leeds Bradford	28 - 29 September 2017
Heathrow	05 - 06 October 2017
Birmingham	05 - 06 October 2017
Bristol	12 - 13 October 2017
Newcastle	17 - 18 October 2017
Heathrow	02 - 03 November 2017
Manchester	16 - 17 November 2017
Heathrow	07 - 08 December 2017

Three day course: £420 + VAT
Two day course: £360 + VAT

Price includes all training material, lunch and morning/afternoon refreshments.

Click [here](#) for course detail

Radioactive Materials by Air

2 DAY FULL COURSE	
Heathrow	06 - 07 April 2017
Heathrow	09 - 10 November 2017

1 DAY REVALIDATION	
Heathrow	07 April 2017
Heathrow	10 November 2017

Two day course: £385 + VAT
One day course: £265 + VAT

Price includes all training material, lunch and morning/afternoon refreshments.

Click [here](#) for course detail

Diagnostic & Infectious Substances by Air

1 DAY COURSE	
Elstree (Watford)	07 February 2017
Elstree (Watford)	09 May 2017
Elstree (Watford)	14 November 2017

One day course: £335 + VAT

Price includes all training material, lunch and morning/afternoon refreshments.

(Please note this course may be run by an associate company)

Dangerous Goods by Road

3 DAY FULL COURSE	
Heathrow	23 - 25 January 2017
Birmingham	20 - 22 February 2017
Manchester	13 - 15 March 2017
Heathrow	20 - 22 March 2017
Heathrow	22 - 24 May 2017
Manchester	12 - 14 June 2017
Birmingham	19 - 21 June 2017
Heathrow	17 - 19 July 2017
Manchester	04 - 06 September 2017
Bristol	11 - 13 September 2017
Heathrow	16 - 18 October 2017
Birmingham	30 October - 01 November 2017
Manchester	06 - 08 November 2017

Three day course: £420 + VAT

2 DAY REVALIDATION COURSE	
Heathrow	24 - 25 January 2017
Birmingham	21 - 22 February 2017
Manchester	14 - 15 March 2017
Heathrow	21 - 22 March 2017
Heathrow	23 - 24 May 2017
Manchester	13 - 14 June 2017
Birmingham	20 - 21 June 2017
Heathrow	18 - 19 July 2017
Manchester	05 - 06 September 2017
Bristol	12 - 13 September 2017
Heathrow	17 - 18 October 2017
Birmingham	31 October - 01 November 2017
Manchester	07 - 08 November 2017

Two day revalidation course: £360 + VAT

Price includes all training material, lunch and morning/afternoon refreshments.

Dangerous Goods by Sea

2 DAY COURSE	
Heathrow	26 - 27 January 2017
Birmingham	23 - 24 February 2017
Manchester	16 - 17 March 2017
Heathrow	23 - 24 March 2017
Glasgow	27 - 28 April 2017
Heathrow	25 - 26 May 2017
Manchester	15 - 16 June 2017
Birmingham	22 - 23 June 2017
Heathrow	20 - 21 July 2017
Manchester	07 - 08 September 2017
Bristol	14 - 15 September 2017
Glasgow	19 - 20 October 2017
Heathrow	19 - 20 October 2017
Birmingham	02 - 03 November 2017
Manchester	09 - 10 November 2017

Two day course: £360 + VAT

Price includes all training material, lunch and morning/afternoon refreshments.

The Carriage of Lithium Batteries

The Transportation of Lithium Batteries		
Lithium Batteries by Air	Heathrow	30 January 2017
Lithium Batteries by Road	Heathrow	31 January 2017 (9am - 12:30pm)
Lithium Batteries by Sea	Heathrow	31 January 2017 (1pm - 4:30pm)
Lithium Batteries by Air	Heathrow	18 September 2017
Lithium Batteries by Road	Heathrow	19 September 2017 (9am - 12:30pm)
Lithium Batteries by Sea	Heathrow	19 September 2017 (1pm - 4:30pm)

Lithium Batteries by Air: £265 + VAT

Lithium Batteries by Road: £165 + VAT

Lithium Batteries by Sea: £165 + VAT

Lithium Batteries All Modes: £385 + VAT

Lithium Batteries Road and Sea: £265 + VAT

Price includes all training material, lunch, morning and afternoon refreshments.

NOTE: lunch is included for delegates who attend the whole day.

Click [here](#) for course detail

Dangerous Goods Safety Advisor

5 DAY PREPARATORY COURSE	
Heathrow	27 February - 03 March 2017
Manchester	27 February - 03 March 2017
Heathrow	05 - 09 June 2017
Manchester	05 - 09 June 2017
Heathrow	04 - 08 September 2017
Manchester	04 - 08 September 2017
Heathrow	13 - 17 November 2017
Manchester	13 - 17 November 2017

3 DAY REFRESHER PREPARATORY COURSE	
Heathrow	01 - 03 March 2017
Manchester	01 - 03 March 2017
Heathrow	07 - 09 June 2017
Manchester	07 - 09 June 2017
Heathrow	06 - 08 September 2017
Manchester	06 - 08 September 2017
Heathrow	15 - 17 November 2017
Manchester	15 - 17 November 2017

Five day course: £975 + VAT

Three day refresher course: £635 + VAT

Price includes lunch and morning/afternoon refreshments.

You will be required to bring along your own copies of the regulations/manuals required for the SQA examination (the list of regulations are published by the SQA and are included in the DGSA candidates pack and also on the [SQA website](#))

(Please note that this programme is operated in conjunction with Peter East Associates and Training Team and the course that you select may not be run by Cargo Training International.)

Health & Safety at Work Act

All companies have a legal responsibility under the Health & Safety at Work Act 1974 (Section 2) to ensure that their employees are fully conversant with all aspects of the functions that they perform as part of their normal duties.

We are advised by the Health & Safety Executive (HSE) that this includes all matters relating to the handling of dangerous goods for all modes of transport.

Specifically, the carriage of dangerous goods by any mode of transport is separately covered by legislation and training is a statutory obligation.

General Information

1. Joining instructions & Invoice are normally despatched to the sponsor on receipt of an E-booking, Fax or Booking form. (please note full payment must be received before commencement of the course)
2. Most courses begin at 0900 and finish at 1700 on each day of the duration of the course.
3. Accommodation, if required, is the responsibility of each delegate. However, Cargo Training International is able to recommend hotels at each location.
4. No certificate of competence can be issued unless payment for the course has been received by Cargo Training International.

Terms and Conditions

Fees are not refundable within 30 days of course start date. However, we will accept alternative nominations or a credit note can be issued.

Cancellations/Transfers within 10 working days of course start date will be subject to an administration charge of £75.00 per student. Failure to attend a course without notification or within 2 working days will result in forfeiture of the course fee.

OVERSEAS TRAINING

Do you have a branch office in the USA? If so, Cargo Training International offers a regular schedule of approved dangerous goods by air, sea and road training throughout the USA. Contact our Director on 001 281 333 4672 (Houston, Texas), or email cti@cargotrainingusa.com

Our course schedule for the USA is available online. We also offer in-house courses worldwide.
For more information on our in-house courses see page 5.

www.cargotraining.com

BOOKINGS AND ENQUIRIES:

Online: www.cargotraining.com

By Email: sales@cargotraining.com

By Phone: 01932 769 682