

# **Cargo Training International**



## **Programme of Courses for 2024**

### **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.

## Contents

1.	<a href="#"><u>Dangerous Goods by Air</u></a>	3
2.	<a href="#"><u>Radioactive Materials by Air</u></a>	3
3.	<a href="#"><u>Infectious Substances and Diagnostic Specimens by Air</u></a>	4
4.	<a href="#"><u>Dangerous Goods by Road</u></a>	4
5.	<a href="#"><u>Dangerous Goods by Sea</u></a>	4
6.	<a href="#"><u>Lithium Batteries</u></a>	5
7.	<a href="#"><u>Dangerous Goods Safety Adviser</u></a>	5
8.	<a href="#"><u>Limited and Excepted Quantities</u></a>	6
9.	<a href="#"><u>In House Training</u></a>	6
10.	<a href="#"><u>Course Dates and Prices</u></a>	7-8
11.	<a href="#"><u>General information and How to book</u></a>	9

## 2024 Updates and News:

2024 sees changes to the dangerous goods by air regulations through the annual publication of the IATA DG Manual. Ensure that you and/or your company have the latest edition (65th) to remain compliant with the law.

During 2023 IATA changed their rules on the status of the accreditation to be accepted as a recognised Cargo Agent. Their interpretation under the newly introduced Competency Based Training regulations (effective 01 January 2023) means that companies wishing to register under the scheme must have at least two staff trained in the processing and acceptance of air freight classified as dangerous goods. This has resulted in a changed of emphasis of some of our dangerous goods training and exams to encompass these requirements.

Cargo Training International are currently working on an exciting project to bring a suite of e-learning courses to our training portfolio. These short programmes will include dangerous goods awareness, excepted and limited quantities, the transport of dry ice, infectious substances by air and lithium battery programmes. Please see our website for updates on this project. We hope to launch these in early 2024.

## 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.

### Competency Based Training (From January 2023)

Our standard dangerous goods by air course covers all the subjects required for preparing, processing and accepting dangerous goods by air as detailed by IATA in Tables 7.1a, 7.2a and 7.3a of their [Dangerous Goods Training Guidance document](#). All examinations in the UK must be approved by the UK Civil Aviation Authority and conform with ICAO competency based training.

There are 4 examination papers that are offered at the end of our standard dangerous goods by air course; shipment, acceptance, dual and Freight Forwarders/Cargo Agents papers. It is down to the employer/delegate to determine the correct examination paper that the delegates must take based on their job function.

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 7](#) 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.

See [Page 7](#) for course dates and prices.

## Diagnostic & Infectious Substances by Air, Road and Sea

This is a one/two 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. The course is modular and can be split by mode, day one is for the Air module and the second day is for Road and Sea. This course is available inhouse only.

## 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 8](#) 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
- MFAG
- Validation

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

## 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 7](#) 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](http://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 8](#) 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.

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

Currently this course is only offered in-house

## IN HOUSE TRAINING

As specialists in the field of cargo and dangerous goods 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 by Air	Standard 3 day full course, 2 day revalidation programme or customised shorter programmes.
Dangerous Goods by Road and Sea	Our Road and Sea programmes are offered as separate courses or can be combined to a 3-4 day course for inhouse training.
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 for packers (single or multimodal)	A customised 1-2 day programme for staff who only pack and label shipments. One day Air, one day Road and sea.
Dangerous Goods by Rail	A two day programme covering dangerous goods by rail (RID Regulations)
Infectious Substances	A 1-2 day programme designed for the pharmaceutical industry.
Limited and Excepted Quantities	One to three day programme. 1 or 2 days for Air (ICAO/IATA) 1 Day covers Road and Sea regulations (ADR/IMDG code).
Carriage of Lithium Batteries	Air: one day programme. Road and Sea: 1/2 Day modules each mode
Carriage of Lithium Batteries - Adequate Instruction	Basic programme for shipping "section II" lithium batteries only
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.
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.

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

## Dangerous Goods by Air

FULL 3 DAY COURSE	
Heathrow	08 - 10 January 2024
Birmingham	22 - 24 January 2024
Heathrow	05 - 07 February 2024
Manchester	12 - 14 February 2024
Leeds Bradford	04 - 06 March 2024
Heathrow	04 - 06 March 2024
Bristol Airport	20 - 22 March 2024
Heathrow	08 - 10 April 2024
Birmingham	08 - 10 April 2024
Heathrow	13 - 15 May 2024
Manchester	03 - 05 June 2024
Heathrow	17 - 19 June 2024
Birmingham	01 - 03 July 2024
Heathrow	08 - 10 July 2024
Heathrow	05 - 07 August 2024
Heathrow	09 - 11 September 2024
Manchester	17 - 19 September 2024
Leeds Bradford	30 September - 02 Oct 2024
Birmingham	30 September - 02 Oct 2024
Heathrow	07 - 09 October 2024
Bristol Airport	21 - 23 October 2024
Manchester	04 - 06 November 2024
Heathrow	11 - 13 November 2024
Heathrow	09 - 11 December 2024

REVALIDATION 2 DAY COURSE	
Heathrow	11 - 12 January 2024
Birmingham	25 - 26 January 2024
Heathrow	08 - 09 February 2024
Manchester	15 - 16 February 2024
Leeds Bradford	05 - 06 March 2024
Heathrow	07 - 08 March 2024
Bristol Airport	21 - 22 March 2024
Heathrow	11 - 12 April 2024
Birmingham	11 - 12 April 2024
Heathrow	16 - 17 May 2024
Manchester	06 - 07 June 2024
Heathrow	20 - 21 June 2024
Birmingham	04 - 05 July 2024
Heathrow	11 - 12 July 2024
Heathrow	08 - 09 August 2024
Heathrow	12 - 13 September 2024
Manchester	18 - 19 September 2024
Leeds Bradford	03 - 04 October 2024
Birmingham	03 - 04 October 2024
Heathrow	10 - 11 October 2024
Bristol Airport	24 - 25 October 2024
Manchester	07 - 08 November 2024
Heathrow	14 - 15 November 2024
Heathrow	12 - 13 December 2024

**Three day course: £550 + VAT**

**Two day course: £465 + 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	22 - 23 April 2024
Heathrow	18 - 19 November 2024

1 DAY REVALIDATION	
Heathrow	23 April 2024
Heathrow	19 November 2024

**Two day course: £485 + VAT**

**One day course: £365+ VAT**

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

Click [here](#) for course detail

## The Carriage of Lithium Batteries

The Transportation of Lithium Batteries		
Lithium Batteries by Air	Heathrow	01 February 2024
Lithium Batteries by Road	Heathrow	02 February 2024 (9am - 12:30pm)
Lithium Batteries by Sea	Heathrow	02 February 2024 (1pm - 4:30pm)
Lithium Batteries by Air	Heathrow	10 June 2024
Lithium Batteries by Road	Heathrow	11 June 2024 (9am - 12:30pm)
Lithium Batteries by Sea	Heathrow	11 June 2024 (1pm - 4:30pm)
Lithium Batteries by Air	Heathrow	02 October 2024
Lithium Batteries by Road	Heathrow	03 October 2024 (9am - 12:30pm)
Lithium Batteries by Sea	Heathrow	03 October 2024 (1pm - 4:30pm)

**Lithium Batteries by Air: £365 + VAT**

**Lithium Batteries by Road: £260 + VAT**

**Lithium Batteries by Sea: £260 + VAT**

**Lithium Batteries All Modes: £485 + VAT**

**Lithium Batteries Road and Sea: £365+ 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 by Road

3 DAY FULL COURSE	
Heathrow	22 - 24 January 2024
Birmingham	19 - 21 February 2024
Manchester	11 - 13 March 2024
Heathrow	18 - 20 March 2024
Heathrow	20 - 22 May 2024
Manchester	17 - 19 June 2024
Birmingham	24 - 26 June 2024
Heathrow	15 - 17 July 2024
Manchester	02 - 04 September 2024
Heathrow	16 - 18 September 2024
Bristol Airport	23 - 25 September 2024
Birmingham	21 - 23 October 2024
Manchester	18 - 20 November 2024
Heathrow	25 - 27 November 2024

2 DAY REVALIDATION COURSE	
Heathrow	23 - 24 January 2024
Birmingham	20 - 21 February 2024
Manchester	12 - 13 March 2024
Heathrow	19 - 20 March 2024
Heathrow	21 - 22 May 2024
Manchester	18 - 19 June 2024
Birmingham	25 - 26 June 2024
Heathrow	16 - 17 July 2024
Manchester	03 - 04 September 2024
Heathrow	17 - 18 September 2024
Bristol Airport	24 - 25 September 2024
Birmingham	22 - 23 October 2024
Manchester	19 - 20 November 2024
Heathrow	26 - 27 November 2024

**Three day course: £550 + VAT**

**Two day revalidation course: £465 + VAT**

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

Click [here](#) for course detail

## Dangerous Goods by Sea

2 DAY COURSE	
Heathrow	25 - 26 January 2024
Birmingham	22 - 23 February 2024
Manchester	14 - 15 March 2024
Heathrow	21 - 22 March 2024
Heathrow	23 - 24 May 2024
Manchester	20 - 21 June 2024
Birmingham	27 - 28 June 2024
Heathrow	18 - 19 July 2024
Manchester	05 - 06 September 2024
Heathrow	19 - 20 September 2024
Bristol Airport	26 - 27 September 2024
Birmingham	24 - 25 October 2024
Manchester	21 - 22 November 2024
Heathrow	28 - 29 November 2024

**Two day course: £465 + VAT**

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

Click [here](#) for course detail

## Dangerous Goods Safety Advisor

5 DAY PREPARATORY COURSE	
Heathrow	26 February - 01 March 2024
Manchester	03 - 07 June 2024
Heathrow	02 - 06 September 2024
Manchester	11 - 15 November 2024

3 DAY REFRESHER PREPARATORY COURSE	
Heathrow	28 February - 01 March 2024
Manchester	05 - 07 June 2024
Heathrow	04 - 06 September 2024
Manchester	13 - 15 November 2024

**Five day course: £1225 + VAT**

**Three day refresher course: £795 + 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](#))



### 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 Email booking or online 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 150.00 per student. Failure to attend a course without notification or within 2 working days will result in forfeiture of the course fee.

## BOOKINGS AND ENQUIRIES:

Online: [www.cargotraining.com](http://www.cargotraining.com)

By Email: [sales@cargotraining.com](mailto:sales@cargotraining.com)

By Phone: 01932 769 682