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7.6   Function: Personnel Responsible for the Planning of Aircraft Loading

The following are tasks related to dangerous goods that would typically be performed and for which training and assessment would therefore be required by personnel responsible for planning of the distribution of the load (baggage, mail and cargo) that will be loaded into the aircraft cargo compartments.

TABLE 7.6.A
Sample Task List for Personnel Responsible for the Planning of Aircraft Loading

Function: Personnel responsible for the planning of aircraft loading.				Managing cargo pre-loading
0	Understanding the basics of dangerous goods			★
	0.1	Dangerous goods applicability		★
		0.1.1	Understand the definition	★
		0.1.2	Recognize the legal framework (global, national)	★
		0.1.3	Identify the application and scope	★
		0.1.4	Differentiate hazard and risk	★
	0.2	Understanding the general limitations		★
		0.2.1	Develop a sense of forbidden dangerous goods	★
		0.2.2	Recognise potential hidden dangerous goods	★
		0.2.3	Familiarise with passenger provisions	★
	0.3	Identifying roles and responsibilities		★
		0.3.1	Clarify the individual and collective role of the supply chain stake-holders	★
		0.3.2	Understand the passenger's responsibilities	★
		0.3.3	Recognised the impact of State & operator variations	★
	0.4	Understanding the importance of classification & packaging		★
		0.4.1	Identify the general information about classes, divisions	★
		0.4.2	Understand general principles of packing groups	★
		0.4.3	Consider multiple hazards	★
	0.5	Understanding hazard communication		★
		0.5.1	Recognise the basic marking requirements	★
		0.5.2	Recognise the basic labelling requirements	★
		0.5.3	Identify the required documentation	★
	0.6	Familiarising with basic emergency response		★
		0.6.1	Create awareness about general emergency procedures	★
		0.6.2	Understand the employer's emergency response requirements	★
4	Managing cargo pre-loading			
	4.1	Plan the load		
		4.1.1	Determine stowage requirements	★★★
		4.1.2	Determine segregation, separation, compartment limitations	★★★
	4.3	Issue NOTOC		★★★
		4.3.1	Enter required information	★★★
		4.3.2	Verify conformance with load plan	★★★
		4.3.3	Transmit to loading personnel	★★★
6	Transporting cargo/baggage			
	6.1	Load aircraft		
		6.1.6	Provide NOTOC information to pilot-in-command and flight operations officer/flight dispatcher	★★★
7	Collecting safety data			
	7.1	Report dangerous goods accidents		★★
	7.2	Report dangerous goods incidents		★★
	7.3	Report undeclared/mis-declared dangerous goods		★★
	7.4	Report dangerous goods occurrences		★★