

The detailed content of these Regulations gives all the necessary provisions to enable a shipper to correctly prepare a consignment of dangerous goods for air transport and for a freight forwarder and operator/ground handling agent dangerous goods acceptance personnel to be able to verify, to the extent possible, that the consignment of dangerous goods complies with the requirements of these Regulations. To assist shippers the following step-by-step procedure is given for guidance to ensure all the applicable requirements for classifying, packing, marking, labelling and documenting are met.

The information given below is for guidance only and the relevant sections should be checked to ascertain their relevance to each consignment.

1. Determine the correct technical name or composition of the substance or the description of the article and check if substance is forbidden on aircraft (see Subsections 2.1 and 4.2)
2. Ascertain whether the name or composition of the article or substance appears in the List of Dangerous Goods in Subsection 4.2 and if so. its proper shipping name. That proper shipping name must then be used on the Shipper's Declaration and be marked on the package(s).
3. If only the UN number of the substance or article is known, Subsection 4.3 provides a cross-reference from the UN/ID

number to the proper shipping name and is arranged in numerical order. For the language editions, Subsection 4.3 shows the proper shipping name applicable to the UN number, the proper shipping name in English, which must be used on the Shipper's Declaration for Dangerous Goods and the page number on which the entry appears in Table 4.2.

4. If the substance or article does not appear in the list, determine the class or division into which it falls by comparing its known properties with the definitions for the various classes which are given in Section 3.

5. If the properties are not known, tests should be carried out to determine the appropriate class and division. If the article or substance is not listed by name in the list and does not meet the definition of any of the classes, it is not subject to these Regulations

6. For articles or substances with multiple hazards, the provisions of Subsection 3.10 should be followed. Once all the properties of the article or substance are known, determine whether it is forbidden for transport according to the provisions of Subsections 2.1 and 4.2.

7. If the article or substance does not come within the provisions of Subsection 2.1, determine the proper shipping name from the most appropriate of the generic or n.o.s. entries in Table 4.1.A, in accordance with the hierarchy shown in Subsection 4.1. If the substance or article does not appear in the list, refer to Appendix C.1 and C.2 for further

possible identification.

8. If the quantity of material to be transported is very small, it may be possible to utilise the provisions for Dangerous Goods in Excepted Quantities provided that all of the requirements of Subsection 2.6 are met.

9. Determine whether it is desired to transport the article or substance on passenger or cargo aircraft,

10. From the information given in Columns G to L of the List of Dangerous Goods, ascertain whether or not the article or substance is forbidden for transport on passenger aircraft or on both passenger and cargo aircraft.

11. For classification of Radioactive Material (Class 7) and the packaging, marking, labelling, certification and documentary requirements for radioactive shipments, consult Section 10.

12. If the article or substance is forbidden for transport on passenger aircraft, determine whether it can be transported on cargo aircraft

13. For shipments intended for carriage on  
PASSENGER AIRCRAFT:

Having determined that the article or substance is not forbidden for carriage on passenger aircraft, determine the following

- Packing Instruction number (see Subsec-

tion 4.2, Column G and I);

- Quantity limitation (see Subsection 4.2, Column H and J for package limits and the Packing Instruction for inner packaging limits);
- Applicable State or operator Variations (see Subsection 2.8).

14. For shipments intended for carriage on CARGO AIRCRAFT (or which can only be carried on such aircraft): Having determined that the article or substance is not forbidden for carriage on cargo aircraft, determine the following

- Packing Instruction number (see Subsection 4.2, Column K);
- Quantity limitation (see Subsection 4.2, Column L for package limits and the Packaging Instruction for inner packaging limits);
- Applicable State or operator Variations (see Subsection 2.8).

