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ADVISORY CIRCULAR

DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

SUBJECT: INFORMATION GUIDE FOR TRAINING PROGRAMS AND MANUAL REQUIREMENTS
IN THE AIR TRANSPORTATION OF DANGEROUS ARTICLES AND MAGNETIZED
MATERIALS

1. PURPOSE. This circular provides certificate holders under Parts 121 and 135 of the Federal Aviation Regulations (FAR) with information relevant to recent amendments, 121-104 and 135-36, that amend the current requirements in Parts 121 and 135 regarding maintenance of a manual for the guidance and instruction of personnel and require the inclusion of information regarding the carriage and handling of dangerous articles and magnetized materials for the use and guidance of flight and ground personnel assigned duties and responsibilities involving the carriage or handling of those materials. In addition, the amendments require the certificate holders to provide appropriate training for personnel having those duties and responsibilities. As explained in the preamble to the amendments involved, personnel having those duties and responsibilities are the pilot-in-command of the aircraft carrying a shipment of dangerous articles or magnetized materials, other crewmembers assigned specific duties and responsibilities for the shipment during flight, and any ground personnel who handle the shipment in preparation for shipment or during loading and unloading.

 2. MANUAL REQUIREMENTS. Each manual should contain instructions and procedures on the following basic subjects:
 - a. Acceptance of Articles for Air Shipment. Procedures and instructions to insure that:
 - (1) The material is properly packaged in accordance with the packaging rules, properly labeled and documented and is accompanied by the proper shipper certificate, as determined by external visual inspection.
 - (2) The package is not leaking, damaged, or distorted.
 - (3) The articles are properly identified as being authorized for carriage in passenger-carrying or cargo-only aircraft.
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- (4) The articles are identified by their proper shipping name in accordance with Section 172.5, Title 49 CFR.
- b. Storage. The manual should provide specific guidance to prevent:
- (1) Storage of corrosive materials next to or in contact with flammable solid or oxidizing materials.
 - (2) The storage of yellow II and yellow III labeled radioactive material in a single storage location when the total transport index in a location will exceed 50.
- c. Loading. The manual should contain specific guidance on:
- (1) Loading of radioactive materials in aircraft in accordance with Section 103.23 of the FAR.
 - (2) Prohibition against loading an aircraft in excess of 50 transport indexes of radioactive materials.
 - (3) Prohibition against loading an aircraft in excess of 150 pounds, net weight, of nonflammable compressed gas in any inaccessible cargo pit or bin.
 - (4) Prohibition against loading any aircraft in excess of 80 pounds, net weight, of any dangerous article (other than non-flammable compressed gas, magnetized material or radioactive materials) in any inaccessible cargo pit or bin.
 - (5) Loading of dangerous articles acceptable only for cargo-only aircraft provided those articles are loaded so as to be accessible to a crewman in flight.
 - (6) Loading of magnetized materials without weight limitations, provided they are marked and labeled in accordance with FAR 103.29. Magnetized materials must not be loaded in the vicinity of a magnetic compass or compass master unit in the manner that affects its operation. It should be placed in an aircraft in a location that does not obscure the warning label.
- d. Notification of Pilot-in-Command. The manual should contain company procedures for notification of the pilot-in-command when dangerous articles subject to Part 103 are carried in an aircraft.
- e. Reporting Certain Dangerous Articles Incidents. The manual should include company procedures for reporting dangerous article incidents in compliance with Section 103.28.
- f. Damage to Dangerous Articles. The manual should include company procedures for handling damaged dangerous articles cargo in compliance with Section 103.28.

- g. Special Requirement for Poisons. The manual should include company procedures for handling poisons in compliance with Section 103.35.

3. TRAINING PROGRAM.

- a. The training requirements apply to personnel having assigned duties for the handling and air transportation of dangerous articles and magnetized materials.
- b. Training Subjects. The amount of formal training to be received should be commensurate with the individual assigned duties relating to the safe transportation of dangerous articles. The training program curriculum should include both initial and recurrent personnel training. The following is a listing of suggested training subjects and references:

<u>TRAINING SUBJECTS</u>	<u>REFERENCES</u>
(1) Regulated Commodities and Classification	FAR 103, Title 49 CFR, ATA Tariff 6-D, IATA Tariff
(2) Certificate Requirement	Section 103.3 FAR, Section 173.430, Title 49 CFR, ATA Tariff 6-D, IATA Tariff
(3) Packaging, Marking and Labeling	FAR 103, Title 49 CFR, ATA Tariff 6-D, IATA Tariff
(4) Deviation Authority	FAR 103.5
(5) Containers for Liquids	FAR 103.15, ATA Tariff 6-D, IATA Tariff
(6) Quantity Limitations	FAR 103.19, ATA Tariff 6-D, IATA Tariff
(7) Special Requirements for Radioactive Materials	Sections 173.389 through 173.399, Title 49 CFR, AC 103-2, ATA Tariff 6-D, IATA Tariff
(8) Notification of Pilot-in-Command	FAR 103.25
(9) Damage to Dangerous Articles	FAR 103.27, ATA Tariff 6-D, IATA Tariff
(10) Reporting Certain Dangerous Article Incidents	FAR 103.28

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| (11) Magnetized Materials | FAR 103.29 and 103.31(d)
ATA Tariff 6-D, IATA
Tariff |
| (12) Cargo Location | FAR 103.31, ATA Tariff
6-D, IATA Tariff |
| (13) Transportation of Gasoline,
Kerosene and Aviation Fuel
in Small Aircraft | FAR 103.33 |
| (14) Special Requirements for
Poisons | FAR 103.35, ATA Tariff
6-D, IATA Tariff |
| (15) Storage, Handling and
Loading Procedures | FAR 103, Title 49 CFR,
ATA Tariff 6-D, IATA
Tariff |

4. HOW TO OBTAIN THIS PUBLICATION. Copies of this Advisory Circular, AC 103-3 "Information Guide for Training Programs and Manual Requirements in the Air Transportation of Dangerous Articles and Magnetized Materials" may be obtained by writing to the Department of Transportation, Distribution Unit, TAD 484.3, Washington, D. C. 20590.



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