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## AERONAUTICAL INFORMATION CIRCULAR

*AIC C010/04 is hereby replaced*

### APPROVAL OF AIRCRAFT OPERATORS, GROUND HANDLERS AND SHIPPERS FOR TRANSPORTATION OF DANGEROUS GOODS BY AIR

#### 1. General

In order to regulate and enforce requirements regarding the handling and transportation of dangerous goods by air, the Civil Aviation Authority of Zimbabwe has established the following safety requirements and relevant guidelines for compliance.

#### 2. Definition of Significant Items

*Authority* means the Civil Aviation Authority of Zimbabwe.

*Dangerous Goods Exposition Manual* means a dangerous goods manual of procedures prepared by the operator and approved by the Authority.

*Required Training* means dangerous goods training as required by Civil Aviation (Air Navigation) Regulations 2004 and the Civil Aviation Requirements (CAR) Dangerous Goods.

*Specific Operating Provisions* means an approval issued to an AOC holder as part of the Air Operator Certificate specifying privileges and limitation of the operator for a given operation.

#### 3. Requirements for Certificate of Approval

- (a) With immediate effect no aircraft operator, aircraft handling agent, shipper or forwarding agent shall handle goods intended for transportation by air without a Dangerous Goods Certificate or relevant Specific Operating Provision (SOP) issued by the Civil Aviation Authority of Zimbabwe.
- (b) The certificate shall specify name of holder, business address, privileges of the holder and period of validity. It shall be placed at a prominent place for public display.
- (c) The holder of a Dangerous Goods Certificate shall have a Dangerous Goods manual approved by this Authority and the manual shall comply with (Air Navigation) Regulations 2004 and the Civil Aviation Requirements - Dangerous Goods.

- (d) An applicant for a Dangerous Goods approval shall pay a Dangerous Goods fee prior to an inspection and subsequent approval. The fee shall be determined by the Authority in the requisite Aeronautical Information Circular (AIC) Flight Safety Standards Schedule of fees.
- (e) No operator shall accept dangerous goods intended for transportation by air from a handler or shipper unless such handler or shipper holds a valid Dangerous Goods Certificate issued by this Authority in the event that a handler or shipper is outside the borders of Zimbabwe; he shall have a certificate issued by a competent authority of the country registered.

#### **4. Conditions for issuance of Certificate of Approval**

- (a) The Authority shall carry out an audit inspection of dangerous goods procedural manual; handling, storage and loading facilities including required training in accordance with requirements of this AIC and related guidance issued by Civil Aviation Authority of Zimbabwe for the purpose of issuance of a Certificate of Approval.
- (b) A person who has the management control of any handling, storage and loading facilities of goods to be transported by air shall maintain a Dangerous Goods Manual approved by the Authority, which shall state all procedures for acceptance, handling, storage, documentation etc. The quality manual shall contain:
  - i) Corporate commitment to comply with CAAZ requirements,
  - ii) Management structure, duties and responsibilities of each post holder – (related to handling of dangerous goods to be transported by air)
  - iii) Storage Procedures
  - iv) Acceptance of dangerous goods
  - v) Dangerous goods training
  - vi) Dangerous goods transport documentation
  - vii) Inspection for damage, leakage or contamination
  - viii) Removal of contamination
  - ix) Loading restrictions
  - x) Provision of information
  - xi) Dangerous goods incident/accident reports
- (c) The Accountable Manager, who has the management control of any handling, storage and loading facilities of goods to be transported by air shall nominate a dangerous goods compliance/quality manager who is responsible for drafting and implementation of provisions of the Dangerous Goods Manual specified above. The quality/compliance manager or his designate acceptable to the Authority shall act as a contact person with Civil Aviation Authority of Zimbabwe.

#### **5. Notification of Changes**

- (a) The Accountable Manager must notify the Authority before any changes take place to enable the Authority to determine continued compliance with this CAAS Requirements and to amend the Certificate of Approval if necessary.

The following changes must be notified to the Authority:

- Name of the organisation
- Location of the organisation

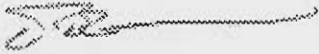
- Additional locations
- Accountable manager
- Facilities, equipment, tools, material, procedures and other situations that may affect the Approval.

(b) The Authority may prescribe the conditions under which the facility may operate during the changes unless the Authority determines that the Approval should be suspended.

**6. Revocation, Suspension, Limitation or Refusal to Renew the Approval**

CAAZ may, on reasonable grounds after an inquiry, revoke, suspend, limit or refuse to grant or renew Certificate of Approval if the Authority is not satisfied that the holder of the approval continues to meet the requirements subject to the following:

- (a) Except before revoking, suspending, limiting or refusing to issue or renew the certificate the Authority must first give at least 28 days notice in writing to the applicant to make presentations and the Authority will consider those representations.
- (b) Where a CAAZ authorized official has reason to suspect that the safe operation of an aircraft could be adversely affected, the Authority may in addition to (a) provisionally suspend, in part or whole, the approval without notice.

  
**D. CHAWOTA**  
**ACTING GENERAL MANAGER**