

**BY ORDER OF THE COMMANDER
OF 100TH AIR REFUELING WING
(USAFE)**



USAFE INSTRUCTION

23-104

**RAF MILDENHALL
Supplement**

24 JULY 2023

Material Management

**ROAD TRANSPORTATION OF
HAZARDOUS MATERIAL ON AND OFF
RAF MILDENHALL**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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(Col Gene A. Jacobus)

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This instruction implements and extends Air Force Policy Directive (AFPD) 23-1, Material Management, and USAFEI23-104, USAFE Command Dangerous Goods Program. It provides guidance for on- and off-base transportation of regulated amounts of dangerous goods, hazardous material and hazardous waste (DG/HM/HW), as defined in 29 CFR, 40 CFR, 49 CFR 172.101, Chap 3.2, table A, ADR, Agreement Concerning the International Carriage of Dangerous Goods by Road, the IMDG Code, International Maritime Dangerous Goods Code and CLP, Classification, Labeling and Packaging Directive (EC 1272/200). In context of this instruction, the term hazardous material (HM) includes material classified as 'hazardous waste (HW)' or 'dangerous goods (DG)', unless stated otherwise. The requirements of Title 49, Code of Federal Regulation CFR, DTR 4500.9R, Defense Transportation Regulation, IMDG Code and ADR have been incorporated into this RAF Mildenhall Dangerous Goods Management Instruction. This instruction applies to all Air Force and tenant units, military and civilian personnel, transporting HM on- or off-RAF Mildenhall Base (incl. GSUs). It does not apply to pure on-base transportation of ammunition and explosives, and operations in restricted areas of munitions storage, aerial ports or flight lines. The IDGA office will review the instruction annually to ensure accuracy of the document. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, Recommendation for Change of

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SUMMARY OF CHANGES

This document is substantially revised and must be completely reviewed.

Chapter 1

TRANSPORTATION OF HAZARDOUS MATERIAL (HM)

1.1. Purpose and Overview. This instruction is based on the USAFEI 23-104, Command Dangerous Goods Program (CDGP) and the Statutory Instrument 2009 No. 1348 The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations 2009, which requires the implementation of a Dangerous Goods Management Instruction (DGMI) on RAF Mildenhall. This DGMI applies to all Units/Sections moving or offering HM for on- or off-base transportation (including the receipt of HM). It applies to the movement of HM on the installation other than restricted areas of munitions storage, aerial ports or flight lines. The Defense Transportation Regulation (DTR) DOD 4500.9R, Chap 204, Para C 2 directs services to comply with applicable Status of Forces Agreements (SOFA) and host nation (HN) requirements when transporting hazardous material off the installation. In accordance with the CDGP, the Installation Commander determines the requirements for on-installation transportation of regulated amounts of HM, as defined in this DGMI. On-installation transportation of HM applies to roads controlled by the installation and access to the road is restricted at all times through the use of gates and/or guards. With the exemption of **Chapter 10**, unless stated otherwise, all chapters and attachments of this DGMI apply to off-base transportation of HM. This publication may not be supplemented or altered. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, Recommendation for Change of Publication; route AF Form 847s from the field through the appropriate functional chain of command.

1.2. Responsibilities and Duties.

1.2.1. Installation Commander: The overall responsibility for the transportation of HM rests with 100 ARW/CC. **(T-1)**

1.2.2. Unit Commanders: Unit Commanders are responsible to manage the program on behalf of the Installation Commander. They will ensure that assigned personnel comply with obligations and provisions prescribed in the USAFEI 23-104 and this DGMI. **(T-1)**

1.2.3. Dangerous Goods Advisors (DGAs).

1.2.3.1. The IDGA manages the implementation and execution of the DGMI on RAF Mildenhall, as described and directed by the USAFEI 23-104. In this capacity the IDGA acts as a consultant to the 100 ARW/CC and subordinate units, and is responsible for implementing Host Nation requirements concerning the carriage of dangerous goods. The 100 ARW/CC must appoint a Primary and Alternate IDGA. The Primary IDGA is assigned to the 100 MSG; Location is building 239, office 108, DSN 238-5500. The IDGA will provide support to Commanders in case of incidents involving dangerous goods as described in Section 3.4. In the event of an incident involving dangerous goods as described in Section 3.4, the Emergency Services and Environmental shall be contacted as a priority. Duties and responsibilities of the IDGA according to this instruction are described in **Paragraph 12.4.10**. **(T-1)**

1.2.3.2. Unit Dangerous Goods Advisors (UDGAs), appointed at Flight, Squadron or Group level, are executing the Dangerous Goods Program described in the USAFEI 23-104 and this DGMI on behalf of the Unit Commanders. Unit Commanders still remain ultimately responsible. The UDGA self-inspection MICT checklist shall be used by UDGAs to ensure general compliance with the CDGP. **(T-1)** CDGP related documents shall be filed as structured and described in **Attachment**

11. Duties and responsibilities of the UDGA according to this DGMI are described in **Paragraph 12.4.11. (T-1)**

1.3. Surface Transportation of Hazardous Materials. The surface transportation of hazardous materials using US military vehicles, on or off RAF Mildenhall, must comply with the safety provisions set forth in this instruction and to the provisions of the Statutory Instrument 2009 No. 1348 The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations 2009 (SI 1348), the IMDG Code and the ADR. The delivery, collection and carriage of hazardous materials on the installation with vehicles operated by contractors (including carriage of hazardous material by tradesmen) must comply with the provisions of the SI 1348 and ADR. This instruction does not apply to on-base transportation of explosives or ammunition unless assets are marked and prepared for off-base transportation. For on-base only carriage of ammunition and explosives, refer to DESR6055.09_AFMAN 91-201 and corresponding USAFE Sup 1. In areas where the Defense Transportation Regulation (DTR), Part II (DOD 4500.9-R) is more stringent than the ADR, the DTR Part II applies for movements of HM on the installation. **(T-0)** Note: Organizations moving hazardous material on RAF Mildenhall must keep a current copy of the ADR on file, this may be in a hard copy or soft copy format. The most current version of the ADR (PDF File) may be downloaded from the following web-site: <https://unece.org/transportdangerous-goods/adr-2021-files>.

1.4. Participants in the RAF Mildenhall DGMI. RAF Mildenhall Units involved in the USAFEI 23-104 RAF Mildenhall Dangerous Goods Management Instruction, including tenant units:

- 1.4.1. 100 Aircraft Maintenance Squadron (100 AMXS)
- 1.4.2. 100 Civil Engineer Squadron (100 CES)
- 1.4.3. 100 Logistics Readiness Squadron (100 LRS)
- 1.4.4. 100 Maintenance Squadron (100 MXS)
- 1.4.5. 100 Security Forces Squadron (100 SFS)
- 1.4.6. 321 Special Tactics Squadron (321 STS)
- 1.4.7. 352 Special Operations Aircraft Maintenance Squadron (352 SOAMXS)
- 1.4.8. 352 Special Operations Support Squadron (352 SOSS)
- 1.4.9. 727 Air Mobility Squadron (727 AMS)
- 1.4.10. 752 Special Operations Aircraft Maintenance Squadron (752 SOAMXS)

Chapter 2

PREPARATION AND CARRIAGE OF HAZARDOUS MATERIAL

2.1. Process of Operations. Units releasing HM for transportation will comply with the following steps: *Applicability Codes: 1 = Shipper, 2 = Consignor, 3 = Packer, 4 = Loader/Filler/Unloader, 5 = Carrier, 6 = Driver, 7 = Consignee/Receiver (see **Chapter 12** for details concerning the duties and responsibilities of personnel involved in the carriage of HM).

2.1.1. Step 1–Training. Unit Commanders will ensure only qualified personnel, trained and appointed according to **Chapter 6** will be used for preparation and movement of HM. Personnel must be trained before being involved in the processes of preparation or movement of HM activities. **(T-0)**

2.1.2. Step 2–Identifying Material (*1). Determine whether an article or substance is hazardous and if so, if it is authorized for transport. **(T-0)** Proper information may be obtained from one of the following data files/sources:

2.1.2.1. Manufacturer, Shipper, Ordering Party of the Shipper

2.1.2.2. HMIRS (Hazardous Material Information Resource System)

2.1.2.3. EESOH-MIS (Enterprise Environmental Safety and Occupational Health Management Information System)

2.1.2.4. SDS (Safety Data Sheet)

2.1.2.5. JHCS (Joint Hazardous Classification System)

2.1.2.6. Technical Directives or Orders

2.1.2.7. IHC (Interim Hazard Classification). In case items are moved under an IHC internationally for the purpose of testing by NATO or DOD agencies outside the US, the IHCs issued by DOD agencies listed in DTR Part II, Ch. 204, must be verified by the host nation competent authority (HNCA). Units must be prepared to pay for the approval document of the HNCA. The IHC HNCA verification process is identified in the CDGP.

2.1.3. Step 3–Identify Contents of HM (*1). Obtain the following information from sources outlined in ‘Step 2’ and forward the data to the ‘Consignor’ so they can determine the proper shipping requirements in accordance with the relevant modal dangerous goods transport regulations (DGR).

2.1.3.1. UN Number (always required)

2.1.3.2. Proper Shipping Name (always required)

2.1.3.3. Hazard Class (always required)

2.1.3.4. Classification Code (only required for UN Class 1)

2.1.3.5. Technical Name (only if Proper Shipping Name includes the term ‘N.O.S.’)

2.1.3.6. Packing Group (if assigned)

2.1.4. Step 4–Shipment Planning (*2). Use information obtained through Steps 2-3 to determine item specific requirements/provisions prescribed in the Dangerous Goods List of the relevant

modal DGR, provide necessary information required for packaging, labeling, marking and carriage of HM. Identify waivers, exemptions, limited, and excepted quantity limits that may partially or totally exempt HM from the requirements of the relevant modal DGR. Checklists available on the IDGA SharePoint site (or similar unit checklists) shall be used by shippers, consignors, loaders or carriers of HM to ensure compliance with HM movement regulations.

2.1.5. Step 5–Packaging (*1, 2, 3). Prepare HM for surface road transportation. Type of package, packaging requirements, marking and labeling must comply with:

2.1.5.1. Consignment procedures described in Parts **4, 5 and 6** of the ADR **(T-0)**

2.1.5.2. CLP marking requirements described in **Chapter 8** of this DGMI.

2.1.5.3. Appropriate airlift or sealift regulations (i.e. IATA, IMDG Code), if material is moved in a multimodal transportation chain (IAW ADR 1.1.4.2.). **(T-0)**

2.1.6. Step 6–Documentation (*2). Prepare transport documents and other supporting documents in accordance with **Chapter 7** of this DGMI. **(T-0)** Comply with the instructions described in **Attachment 10** in conjunction with **Attachment 9** when preparing proper transport documents required by ADR Chapter 5.4. **(T-3)**

2.1.7. Step 7–Miscellaneous Equipment and Fire Extinguishers (*5). Every vehicle transporting dangerous goods in quantities requiring marking with orange colored plates must comply with the fire extinguishers and miscellaneous equipment described in ADR 8.1.4 and 8.1.5. **(T-0)**

2.1.8. Step 8–Compatibility (*4, 6). Packages bearing different hazard labels may only be loaded together in the same vehicle or container if permitted by compatibility tables outlined in ADR Chapter 7.5. **(T-0)**

2.1.9. Step 9–Types of vehicles (*4, 5). DOD non-tactical vehicles, tank vehicles, trailers and semi-trailers that transport HM defined in the Dangerous Goods List of the ADR must be in good structural and mechanical condition and authorized for carriage of HM according to DOD and established Air Force regulations/policies. Off-base restriction; only vehicles carrying an ADR certificate of approval, for vehicle types FL, AT, EX II or EX III according to ADR Part 9, may be used for the carriage of UN Class 1 (ammunition or explosives exceeding the threshold limits in ADR 1.1.3.6., or UN Class 3 (flammable liquids carried in tank vehicles or tanks). **(T-0)**

2.1.9.1. Only vehicles equipped with proper anchor points (e.g. to secure loads with tie down equipment or chains) or equivalent load securing methods (barriers) will be used to transport packages containing HM. **(T-1)**

2.1.9.2. POVs are not authorized for the carriage of HM unless explicitly authorized by the DOD Component HQ due to operational necessity. If a POV is used for official duty travel transporting HM the exemptions listed in the ADR 1.1.3.1. for private individuals will not apply. **(T-1)**

2.1.9.3. Under no circumstances will packages containing HM requiring ventilation be carried in a vehicle passenger compartment. **(T-0)** If HM is moved in open passenger compartments, i.e. vans or buses, provided ventilation is not required, the packages must be secured in accordance with the safety principles for load securing.

2.1.9.4. Open or ventilated vehicles/containers (ventilated: one 10 x 10 cm opening at the top front and one 10 x 10 cm opening at the rear end of the trailer) may be required to carry HM, if directed

by the “Special Provisions for Carriage” outlined in the ADR List of Dangerous Goods, column 16 or 18 (e.g. V 14 or CV 36)

2.1.9.5. Closed or sheeted vehicles must be used for the carriage of packages sensitive to moisture. **(T-0)**

2.1.10. Step 10–Load Securing (*4, 6). Packages containing HM must be securely restrained or packed in vehicles or containers to prevent movement or release of dangerous goods during transportation. **(T-0)** For handling and stowage requirements, ADR Section 7.5.7. provides recommended standards and practices concerning proper load securing. Personnel responsible for load securing must be trained and in possession of valid training certificates. **(T-1)**

2.1.11. Step 11–Placarding (HazMat placards and orange colored plates) (*4, 6, 7). Tank vehicles (including tank vehicles NOT drained and purged) and other transport units or large containers (e.g. ISOs and MILVANS) carrying HM exceeding threshold limits specified in ADR 1.1.3.6.3. and 1.1.3.6.4. must be placarded, marked and furnished with orange colored plates according to ADR Chapter 5.3. Corresponding placards required for other modes of transportation, with minor variations which do not affect the obvious meaning of the placards, are also acceptable. The placards may include text such as UN numbers or words describing the hazard (i.e. Flammable Liquid) provided the text does not obscure or detract from other required placard elements. Once a vehicle has been unloaded, cleaned and free from dangerous goods residues, the placards and orange colored plates must be removed or covered. **(T-0)** Note: Tank vehicles or tank containers must be empty, drained and purged prior to removing placards and/or orange colored plates. A certificate must be provided verifying the tank is free from dangerous goods.

2.1.12. Step 12–Vehicle Crew (*5, 6). Drivers of tank vehicles or vehicles transporting HM in quantities exceeding the threshold limits prescribed in ADR 1.1.3.6, must possess a valid ADR Driver Certificate according to ADR 8.2.1, the driver must also hold a valid driver license for the size and type of vehicle being used. **(T-0)** Prior to movement the consignor/carrier must brief the driver(s) on the content of the load, requirements concerning the supervision of the vehicle and emergency procedures in case of a vehicle breakdown, accident and/or an accidental release of HM, as described in [Chapter 3](#) of this DGMI.

2.1.13. Step 13–Security (*1, 2, 3, 4, 5, 6, 7). Regardless of quantity, before releasing HM to drivers, the shipper/loader will verify the identity of the crew members. Each member of the vehicle crew must carry an identification card which includes their photograph. **(T-1)**

2.2. Exemptions.

2.2.1. General ADR exemptions. The provisions laid down in ADR 1.1.3.1. do not apply to the movement of HM in the situations enumerated therein. Prior to taking action, active participants involved in the process must consult the ADR to verify that a particular shipment meets the requirements for exemption.

2.2.2. Limited and Excepted Quantities. Carriage of HM packed, marked and labeled according to ADR Chapters 3.4 (Limited Quantities) or ADR Chapter 3.5 (Excepted Quantities) may be exempt from a majority of ADR provisions. The List of Dangerous Goods, column 7a will provide maximum quantities for inner packaging limits relating to Limited Quantities. Column 7b will provide an alphanumeric code which leads to ADR table 3.5.1.2. this provides information on maximum quantities for packages processed as Excepted Quantities.

2.2.3. ADR 1.1.3.6. Carriage of loads, other than shipments in tanks, tank vehicles or bulk, may be exempt from some of the major ADR provisions if the limits listed are not exceeded. It is important the shipper can provide information on the ADR Transport Category for this table to be utilized correctly. Information on mixed Transport Category loads can also be found within ADR 1.1.3.6.

2.3. Hazardous Waste Storage and Accumulation Areas.

2.3.1. Units generating and storing or accumulating HW must comply with the standards and procedures described in Chapter 5 of AFMAN 32-7002, Environmental Compliance and Pollutions Prevention and UK specific Final Governing Standards (FGS). Installation Hazardous Waste Management Plans (HWMP) may provide additional information and overall strategy, delineates responsibilities and procedures for properly managing HW generated by the units.

2.3.2. Containers used for the storage of HW shall be labeled and marked in accordance with:

2.3.2.1. ADR if containers are used or prepared for the carriage of HW (e.g. UN No. and Hazard Label(s));

2.3.2.2. GHS markings as described in **Chapter 8** and FGS (e.g. Pictograms and Hazard/Precautionary Markings);

2.3.2.3. Six digit European Waste Code (EWC) and waste description, described in FGS.

2.3.3. Suitable containers must be used for the collection of HW. If used for off-base carriage, these containers (e.g. Drums or IBCs) must meet the provisions of the ADR.

2.3.4. Measures must be in place to prevent the build-up of pressure and dangerous atmospheres in containers used for the collection of HW (e.g. Aerosol Cans).

2.3.5. Personnel and their supervisors who are assigned duties involving actual or potential exposure to HW must successfully complete an appropriate training program before assuming those duties. **(T-0)** See DODI 6050.05, DOD Hazard Communication (HAZCOM) Program.

2.3.6. The primary office responsible for the disposal and management of HW is 100 CES/CEIE. The HW program manager can be contacted on DSN 238-5828. Those personnel assigned to 100 CES and tasked to provide training to HW managers in accordance with AFI 32-7002, Chapter 5.6.1.2 Hazardous Waste Management must be in possession of a UDGA/DCO training certificate (in accordance with **Chapter 6** of this DGMI). The following elements must be included in their training plans for HW Manager or Monitor training:

2.3.6.1. Container labeling and marking requirements in accordance with the ADR;

2.3.6.2. Container markings in accordance with OSHA (Chapter 8);

2.3.6.3. European Waste Catalog Codes and Waste Description;

2.3.6.4. Identification of the HW (e.g. Proper Shipping Name, UN No.);

2.3.6.5. Stowage and Segregation;

2.3.6.6. Measures preventing the build-up of pressure and dangerous atmospheres in containers;

2.3.6.7. Procedures concerning the proper turn in of HW from the storage area to the base storage area (Building 820);

2.3.6.8. Use of HW Profile Sheets or equivalent forms to document characterization of HW.

2.3.7. In the case of HW, contractors may pick up the goods. It is not recommended to move HW through off-base routes to HW collection points by military vehicles/personnel. If there is a requirement for this to happen, all transportation and traffic safety rules and qualifications apply. The preferred method is to arrange pick up of HW by qualified contractors.

2.3.8. The contractor may execute the loader, packer, consignor and carrier duties. Contracting officers and waste generators involved in the statement of work should clearly identify which of the functions listed in this instruction are delegated to the contractor. If delegated, the waste generator is still liable to ensure the contractor complies with the duties listed in the contract and in this DGMI.

2.3.9. The identification of the HW cannot be delegated. Proper identification of HW is the responsibility of the unit generating the HW. The person executing the shipper function 'identifying' the HW on behalf of the owning unit, will remain liable for the proper identification until its final destination.

2.3.10. DLA Hazardous Waste Profile Sheets (HWPS) or equivalent forms may be used for the proper identification of HW. 100 CES may assist units with their technical expertise completing the required HWPS.

Chapter 3

PROCEDURES FOR VEHICLE BREAKDOWN, ACCIDENTS AND ACCIDENTAL RELEASE OF HAZARDOUS MATERIAL

3.1. General. An accidental or unauthorized release of hazardous materials may occur after a vehicle accident, during loading/unloading, or without warning during movement of HM due to improper/damaged packaging or insufficient load securing. Vehicle crew members must be briefed on emergency response requirements by the carrier prior to the journey. For Line Haul carriage a trained DCO or UDGA can act as the briefer on behalf of the carrier. A colored copy of the Instruction in Writing (actions in the event of an accident or emergency), ADR 5.4.3 must be issued to the driver(s) prior to transportation. **(T-0)** Instructions must be in the driver's language and readily available in the vehicle cab. Instructions in Writing can be found at the following website: <https://unece.org/linguistic-versions-adr-instructions-writing>

3.2. Procedures. Actions to be taken in case of an incident/accident described in this Chapter only apply to drivers of vehicles which are required to display orange colored plates, in accordance with ADR 5.3.2 (actions are not listed in priority order). Drivers of non-placarded vehicles carrying dangerous goods should comply with the instructions as far as reasonably practicable (e.g. non-placarded vehicles are not required to carry some of the equipment or documentation listed). In the event of an accident or emergency the members of the vehicle crew shall take the following actions where safe and practicable to do so:

3.2.1. Whenever possible, park the vehicle in a safe area, clear of traffic and as far away from inhabited buildings and populated areas as practicable.

3.2.2. Drivers of a leaking tank vehicle must, under all circumstances, try to get out of the areas of settlements, tunnels and from bridges. If necessary have the tank vehicle towed away with the help of the emergency services.

3.2.3. Apply the parking brakes and turn off the engine.

3.2.4. Whether day or night, activate the hazard lights.

3.2.5. Activate the battery master switch (if available).

3.2.6. Put on a warning vest (one must be carried for each member of the crew).

3.2.7. Secure disconnected trailers without braking devices with the wheel chocks.

3.2.8. Display traffic warning triangles (if available also use traffic cones or portable flashing lights) at the roadside, consider using the following distances from the scene of the incident, where practicable:

3.2.8.1. Approx. 50 meters within a town

3.2.8.2. Approx. 100 meters outside a town

3.2.8.3. Approx. 150–400 meters on a motorway

3.2.9. Provide first aid to injured people, using the vehicle first aid kit if needed.

3.2.10. Use personal protective equipment available on the vehicle, as listed in ADR 8.1.5. and on the Instructions in Writing.

- 3.2.11. Do not walk into or touch spilled substances.
 - 3.2.12. Avoid inhalation of fumes, smoke, dusts and vapors by staying up wind.
 - 3.2.13. If necessary use portable fire extinguishers installed on the vehicle to tackle:
 - 3.2.13.1. Fires in engine compartments, tires and brakes.
 - 3.2.13.2. Vehicle crew members should not tackle fires in the load compartment.
 - 3.2.14. If necessary contact Emergency Services (Dial 999) for assistance, in particular if the dangerous goods carried present a risk to life, infrastructure or the environment, especially if there is leakage of dangerous goods and the risk cannot be eliminated quickly. When dialing the Emergency Services have the following information for the authorities:
 - 3.2.14.1. What has happened (e.g. accident or loss of product).
 - 3.2.14.2. Where it has happened (exact location).
 - 3.2.14.3. How many people are injured and what types of injuries.
 - 3.2.15. Keep the dangerous goods transport document ready to provide the following information to the Emergency Responders upon request:
 - 3.2.15.1. UN Numbers of the dangerous goods being carried.
 - 3.2.15.2. Proper Shipping Names of the goods being carried.
 - 3.2.15.3. Corresponding Hazard Label No. and/or UN Class of the dangerous goods being carried.
 - 3.2.15.4. Packing Groups where applicable.
 - 3.2.15.5. Quantities of dangerous goods involved with the incident.
 - 3.2.15.6. Do not hang up until told to do so.
 - 3.2.16. Avoid sources of ignition, in particular, do not smoke, use electronic cigarettes or similar devices, or switch on any electrical equipment.
 - 3.2.17. Direct unauthorized personnel not involved in the incident to stay away from the scene.
 - 3.2.18. Upon arrival provide a general awareness brief to the Emergency Services and follow their instructions.
 - 3.2.19. Upon request provide a copy of the dangerous goods transport document to the Emergency Services.
 - 3.2.20. Contact RAF Mildenhall Security Forces, IDGA, UDGA and your direct Chain of Command for any further support as necessary.
 - 3.2.21. Remove any contaminated clothing and dispose of it safely.
- 3.3. Accident/Incident Reports.** Contact your UDGA and the IDGA office (DSN 238-5500) for assistance to complete the required accident/incident report (USAFE Form 61), in accordance with the USAFEI 23-104.
- 3.4. Quantities and Incidents that must be reported.** The following criteria must be reported on a USAFE Form 61:

3.4.1. Personal injury means an occurrence in which death or injury directly relating to the dangerous goods carried has occurred, and where the injury:

3.4.1.1. Requires intensive medical treatment.

3.4.1.2. Requires a stay in hospital of at least one day; or

3.4.1.3. Results in the inability to work for at least three consecutive days.

3.4.2. Loss of product means the release of dangerous goods:

3.4.2.1. Of transport category 0 or 1 in quantities of 50 kg/50 l or more;

3.4.2.2. Of transport category 2 in quantities of 333 kg/333 l or more; or

3.4.2.3. Of transport category 3 or 4 in quantities of 1000 kg/1000 l or more.

3.4.3. If dangerous goods of Class 6.2 are involved, the obligation to report applies whatever the quantity limitation.

Chapter 4

SECURITY

4.1. Supervision of Vehicles. Any military vehicle carrying HM, regardless of quantity or volume must be protected against unauthorized access and safeguarded against theft. Vehicles may only be left unattended if the doors/gates to the vehicle and cargo area can be locked and the vehicle is parked in a secure area, only if not contrary to any other US military regulations. Placarded/orange colored plated vehicles carrying HM in quantities exceeding the limits in accordance with ADR 1.1.3.6. limits should not be parked next to inhabited buildings whenever possible.

4.2. Security Training. All HM employees must be trained in accordance with [paragraphs 6.2.1.4.](#)

4.3. High Consequence Dangerous Goods (HCDG). ADR Section 1.10.3. covers the requirements for security of HCDG. This includes the requirement for a security plan. A HCDG Security Plan template is available on the IDGA SharePoint site. The template includes the ADR table 1.10.3.1.2 which lists the quantities and UN Classes that constitute a HCDG.

4.4. Security Plan. All units within the USAFEI 23-104 DGMI at RAF Mildenhall will have a security plan on record. A copy shall be kept on file at the unit and a copy sent through to the IDGA. A template for the security plan is available to download off the IDGA SharePoint site. If a unit wishes to develop their own security plan, the information it must contain is listed in ADR 1.10.3.2. When the IDGA template is utilized, Annex A and Annex B must be archived with the dangerous goods transport documentation to provide evidence that it has been used. These should remain archived for five (5) years. The security plan should be reviewed regularly to ensure the information contained is relevant.

Chapter 5

VEHICLE EQUIPMENT AND VEHICLE CREW PERSONAL PROTECTION EQUIPMENT

5.1. General. The Carrier must ensure that the required protective equipment and fire extinguishers in accordance with ADR 8.1.4 and ADR 8.1.5 are available on vehicles carrying HM in quantities requiring orange colored warning plates. **(T-0)**

5.2. R11 Tanker Vehicle Equipment. When R11 Tanker vehicles are deployed off-base to support contingency operations, the vehicle must have the following serviceable equipment available on the vehicle:

5.2.1. Fire Extinguishers, must be serviceable, ADR table 8.1.4.1. provides details on the amount and mass of fire extinguishers that need to be carried. They must be capable of fighting fires of classes A, B and C.

5.2.2. A wheel chock of a size suited to the maximum mass of the vehicle and to the diameter of the wheel.

5.2.3. Two (2) self-standing warning signs.

5.2.4. Eye rinsing liquid.

5.2.5. A shovel.

5.2.6. A drain seal.

5.2.7. A collecting container. These requirements do not apply if the R11 vehicle has certificate verifying the tank has been cleaned, purged, and is free from dangerous goods.

5.3. EXII Certified Vehicle Equipment. When an EXII vehicle is deployed off-base carrying a load which requires the display of placards/orange colored plates, the vehicle must have following serviceable equipment available on the vehicle:

5.3.1. Fire Extinguishers, must be serviceable, ADR table 8.1.4.1. provides details on the amount and mass of fire extinguishers that need to be carried. They must be capable of fighting fires of classes A, B and C.

5.3.2. A wheel chock of a size suited to the maximum mass of the vehicle and to the diameter of the wheel.

5.3.3. Two (2) self-standing warning signs.

5.3.4. Eye rinsing liquid (not required when transporting just UN Class 1, if UN Class 4.2 is being transported this is required).

5.4. Vehicle Crew Personal Protection Equipment. The following Personal Protection Equipment must be carried by each vehicle crew member when transporting loads requiring vehicles to display placards/orange colored plates:

5.4.1. A warning vest.

5.4.2. Portable lighting apparatus, such as a torch. The lighting apparatus shall not exhibit any metal surface liable to produce sparks.

5.4.3. A pair of correctly fitting protective gloves.

5.4.4. Eye protection, such as protective goggles.

5.4.5. Any packages containing danger labels UN Class 2.3 or 6.1, a correctly fitting emergency escape mask.

Chapter 6

TRAINING

6.1. General Information. Personnel involved in the carriage of HM require training appropriate to their functions, duties and responsibilities. Training as used in this Chapter means a systematic program that ensures a HM employee has familiarity with the provisions of this DGMI, and the ADR, applicable to the functions performed by the employee. Training must be completed before assuming responsibilities concerning the carriage of HM. Each Unit Commander shall ensure they have enough trained personnel to ensure they can meet their mission requirements. Things to consider include but are not limited to, frequency of HM transportation, TDY commitments, PCS dates of HM trained personnel, HM inventory and HM functions undertaken by their unit's staff (e.g. Drivers, Packers, Loaders, etc.).

6.2. Types of Training.

6.2.1. Unit Internal Training.

6.2.1.1. General Awareness/Familiarization Training. Personnel shall be familiar with the general requirements of the provisions concerning the carriage of hazardous material and be able to recognize and identify hazardous material. **(T-0)**

6.2.1.2. Safety Training. Commensurate with the degree of risk of injury or exposure arising from an incident involving the carriage of HM, including loading and unloading, personnel shall receive training covering the hazards and dangers presented by dangerous goods. The training provided shall aim to make personnel aware of the safe handling and emergency response procedures. **(T-0)**

6.2.1.3. Function Specific Training. Personnel will receive detailed training commensurate directly with their duties and responsibilities in the requirements of the regulations concerning the carriage of hazardous material. Where the carriage of hazardous material involves a multi-modal transport operation, the personnel shall be made aware of the requirements concerning other transport modes. **(T-0)**

6.2.1.4. Security Awareness Training. Each qualified HM employee must receive training that provides an awareness of security risks associated with HM transportation. This training must include a component covering how to recognize/respond to possible security risks. Each unit embedded in to the RAF Mildenhall DGMI are required to install a security plan in accordance with the ADR, Chapter 1.10, Title 49 CFR 172.704 Subpart I and DTR 4500.9-R, para 204. They must ensure the applicable personnel are trained according to the content of the security plan. **(T-0)**

6.2.1.5. Responsibilities. Training described in paragraphs [6.2.1.1–6.2.1.2](#) and [6.2.1.4](#) is always required (unless stated otherwise in this DGMI) and shall be provided by the UDGA or a supervisor with the Subject Matter Expertise in that area. The training described is required in accordance with 49 CFR 172.204 Subpart I and DTR 4500.9-R Chapter 204. Training in accordance with paragraph 6.2.1.3. is always required and needs to be authorized and coordinated through the IDGA office.

6.2.2. Commander Awareness Brief. The 100 ARW Wing Commander, and Unit Commanders of the Units listed in [paragraph 1.4](#) shall be briefed by the IDGA on the contents of the RAF Mildenhall DGMI. The IDGA will organize a brief for the Wing Commander through the Commander's secretary within 90 days after a change of command. UDGAs shall coordinate the

required briefing for their Unit Commander through the IDGA office no later than 90 days after a change of command. A memo for record (MFR) providing details of the brief and those present will be issued to the Unit after completion of the brief.

6.2.3. Vehicle Crew Training.

6.2.3.1. ADR Certified Drivers. Drivers of vehicles carrying HM in quantities exceeding the limits of ADR 1.1.3.6. and drivers of tank vehicles, such as R11 vehicles, must possess an ADR driver certificate, in accordance with ADR Chapter 8.2. when driving the vehicles outside of the RAF Mildenhall base. The required ADR driver training may be provided by a qualified and licensed IDGA, or a Competent Authority approved contracted company.

6.2.3.2. Other Drivers. Drivers of vehicles carrying HM in quantities not exceeding the threshold limits specified in ADR 1.1.3.6. must be trained in accordance with the requirements of [paragraph 6.2.1](#) of this DGMI.

6.2.4. Hazardous Waste Training. All personnel, whose work involves HW, and their immediate supervisors must receive and successfully complete HW training appropriate to their role's responsibilities. Units operating HW storage or accumulation areas in accordance with [paragraph 2.3](#) of this DGMI will contact 100 CES/CEIE for training.

6.2.5. Class 7, Radiation Protection. Any persons must receive appropriate training concerning radiation protection including precautions to be observed in order to restrict their occupational exposure and the exposure of other persons who might be affected by their actions. Any advice with regards to Radiation Protection should be directed to 48 OMRS/SGPX on 238-5423.

6.2.6. Load Securing. Personnel involved in the loading or monitoring the loading of cargo (e.g. drivers, loaders) shall be trained in proper techniques to prevent loads from moving vertically, laterally and horizontally, according to best practices described in ADR 7.5.7. Mixed Loading Prohibitions in accordance with ADR 7.5.2. must be followed when securing HM loads.

6.2.7. UDGA Training. Units involved in the process of moving, packing, loading, filling or unloading HM must ensure that a primary and an alternate UDGA are trained and appointed for each mode of transportation. **(T-1)**

6.2.8. Dangerous Goods Certifying Official (DCO) Training. Units who execute Consignor duties must ensure that DCOs are trained and appointed for each mode of transportation utilized. Commanders are responsible for ensuring they have enough trained DCOs to meet their missions requirements both when transporting HM from RAF Mildenhall and when returning HM back to RAF Mildenhall. **(T-1)**

6.2.9. Technical Expert/Basic Awareness Training. This training is recommended for those individuals who have a role with regards to identifying and handling HM, but are not involved in the preparation or execution of transporting the HM packages. Anyone having successfully completed training in accordance with [paragraph 6.2.1](#) shall be deemed as covered providing the workplace specific HazCom training includes elements of training outlined in DTR paragraph 172.704(a) of 49 CFR.

6.3. Training Certificates. Once successfully completed the UDGA or DCO training, the students will be issued with a training certificate outlining the name of the student, training source, course number, certificate number and expiration date. Any students who attend but fail the final exam are considered to be trained as Technical Experts, unable to certify consignments of HM.

Drivers that successfully complete the training listed in [paragraph 6.2.3.1](#) will receive an individual ADR Driver certificate. The ADR Driver's License will be issued by the Competent Authority.

6.4. Documentation. Training of personnel in accordance with [Chapter 6](#) must be documented and recorded. Individual training certificates must be kept on file at the unit and made available to the employee and competent authority upon request. **(T-0)** In accordance with the USAFEI 23-104, records must be kept on file for five years. All personnel that have completed training in accordance with the RAF Mildenhall DGMI must be tracked by the unit on a training master list.

6.5. Appointments. In line with the USAFEI 23-104, Unit Commanders must appoint UDGAs and DCOs in writing using a standardized USAFE Form 66 or 67, as applicable. **(T-1)** Once appointment orders are signed by the Commander and Appointee, a copy of the order must be submitted to the IDGA. Individuals that have passed the final test for UDGAs and DCOs but are not appointed by their Commanders will be considered Technical Experts in accordance with [paragraph 6.2.9](#) until their appointment orders have been completed. Appointment Orders shall be returned to the IDGA within 45 days of the individual's completion of training.

Chapter 7

DOCUMENTATION

7.1. General. In addition to documents that may be required by other regulations, the following documents must be carried on vehicles moving HM, as required by ADR Section 8.1.2, and paragraph 11.2 of this DGMI. The unit releasing HM on to the public roads must ensure that the following documents are passed on to the driver and available in the vehicle cab. Note: Consignments of HM (other than those in tanks/tank vehicles or bulk) that are not exceeding the threshold limits described in ADR 1.1.3.6. may be exempt from carrying the below documents except for those described in paragraphs, 7.2, 7.6 and 7.7.

7.2. Transport Document. Unless specifically exempted in the ADR, the unit executing the consignor duties in accordance with [paragraph 12.4.2](#) of this DGMI must complete a transport document according to ADR Chapter 5.4. and to this Chapter. A qualified DCO appointed by the Consigning unit, or Shipping unit, must inspect the HM prior to creating and signing the transport document, stating that the contents of the consignment are fully and accurately described by the proper shipping name, classified, marked, labeled/placarded and in all respects, in proper condition for transport according to the applicable international and national regulations.

7.2.1. Format required. There is no specific format required for the design of the dangerous goods transport document. Examples of forms available include the Multimodal Dangerous Goods Form example provided ADR, Section 5.4.5, DD Form 2890 (DOD Multimodal Dangerous Goods Declaration or the recommended form for moves from and within the UK, the MOD F/Mov 1042 Dangerous Goods Note.

7.2.2. Carriage in a transport chain including maritime or air carriage. The Shipper's Declaration for Dangerous Goods according to the IATA or AFMAN 24-604, or Multimodal Dangerous Goods Forms according to the IMDG Code may also be used for over the road transportation of HM to/from the Aerial or Water Port, provided that the additional information required by the ADR is also included. ADR Sections 5.4.1. and 5.4.1.1.7. provides details on the requirements. ADR Section 1.1.4.2. provides information on the applicability of other regulations.

7.2.3. Copies required. Complete and sign at least two copies of the dangerous goods transport document. One copy must be issued to the selected carrier in accordance with [paragraph 12.4.2](#) of this DGMI. Another copy must be kept on file in accordance with ADR 5.4.4. Other copies may be distributed as required or requested.

7.2.4. Step by step instructions for completing the dangerous goods transport document. See [Attachment 10](#) for guidance on how to complete the MOD F/Mov 1042 Dangerous Goods Note for surface road transportation of dangerous goods. This guide does not alleviate the responsibility of the DCO from studying the details of ADR Chapter 5.4. when completing the dangerous goods transport document. Samples of completed transport documents can be found on the IDGA SharePoint site.

7.3. Instructions in Writing. In accordance with ADR Section 5.4.3. the Carrier must provide written instructions in languages each member of the vehicle crew can understand. Members of the vehicle crew must be capable of carrying out the actions prescribed in the Instruction in Writing in case of an accident or emergency (**T-0**) A copy of the English Instruction in Writing can be found on the IDGA SharePoint site. Other languages of the Instruction in Writing (including

English) can be found at the following UNECE website:
http://www.unece.org/trans/danger/publi/adr/adr_linguistic_e.html

7.4. DD Form 626, Motor Vehicle Inspection. The DD Form 626 is only required for US Military vehicles carrying HM in amounts that require placarding in accordance with ADR/IMDG Chapter 5.3 (orange colored plates and/or hazard placards). Vehicles loaded with HM must be inspected before and after loading. Inspection requirements in accordance with the DD Form 626 must be met at the point of origin. The requirements outlined in section II, item 12.f. and 12.g. of the form may be altered according to the Instructions in Writing ADR Sections 5.4.3. and 8.1.5.

7.5. Container/Vehicle Packing Certificate. Packing certificates conforming to ADR and IMDG Section 5.4.2. must be prepared together with the transport documents when HM is packed or loaded into containers (i.e. 20ft MILVANS) or vehicles, other than tank vehicles, portable tanks or tank containers, when carried in a transport chain including sealift. **(T-0)** The information required in the transport document and the container/vehicle packing certificate may be incorporated into a single document, as per the MOD F/Mov 1042 Dangerous Goods Note.

7.6. Competent Authority Approval (CAA)/Competent Authority Document (CAD). Where a CAA has been issued for a road movement, a copy of the CAA must be available on the vehicle during the movement. Where a CAD has been issued to reclassify a military explosive, a copy of the CAD must be available on the vehicle during the movement of the items. **(T-0)**

7.7. Identity Card (ID Card). Means of identification which includes a photograph for each member of the vehicle crew. **(T-0)**

7.8. ADR Driver License. Drivers of vehicles carrying HM above the threshold limits stated in ADR 1.1.3.6. must hold a valid ADR training certificate issued by a competent authority stating that the driver has participated in a training course in accordance with the ADR Chapter 8.2, and passed an examination on the particular requirements that have to be met during the carriage of HM. The expiration date on the license must not be exceeded. **(T-0)**

7.9. Certificate of Approval for Vehicles. In accordance with ADR Section 9.1.3 a certificate of approval (e.g. USAFE Form 68) is required for vehicles carrying HM in amounts requiring marking with orange colored plates. The expiration dates for the annual vehicle inspection, as well as the expiration dates for the tank inspections (for tank vehicles), as outlined on the certificate must not have been expired. **(T-0)**



7.10. Tank Cleaning Document. The carriage of empty tank vehicles transported on low-bed trailers is described in [paragraph 11.2](#). A Tank Cleaning document or equivalent document recognized by the Host Nation Competent Authorities and signed by a qualified individual stating that the tank has been drained and purged, and all hazards have been nullified is required for the carriage of tank vehicles in accordance with [Paragraph 11.2.1](#). **Note:** All of the above documents must be kept within easy reach inside the vehicle cab, when required to be carried. The driver must have knowledge of where they are kept within the vehicle cab.

Chapter 8

HAZARD COMMUNICATION CONCERNING CLASSIFICATION, LABELLING AND PACKAGING OF HAZARDOUS MATERIAL

8.1. General Information. 29 CFR Part 1910 (Occupational Safety and Health Administration) and European Directive EC/1272/2008 (CLP) regulate the classification, labeling and packaging of hazardous material (chemical substances and mixtures). The requirements for hazard communication in the form of labeling is based on Articles 1(6) and 33 of EC/1272/2008 and 29 CFR 1910.1200(f). **Figure 8.1** below, provides clarification on Final Governing Standards Labeling Requirements for Hazardous Material in the EU/COM AOR.

Figure 8.1. HQ EUCOM Memo for DoD LEC Representatives in EUCOM AOR.

	HEADQUARTERS UNITED STATES EUROPEAN COMMAND DIRECTORATE OF LOGISTICS UNIT 30400 APO AE 09131
ECJ4, Strategic Logistics Division	8 Nov 17
MEMORANDUM FOR DoD Component Lead Environmental Component (LEC) Representatives within the U.S. European Command (EUCOM) Area of Responsibility (AOR)	
SUBJECT: Clarification on Final Governing Standards Labeling Requirements for Hazardous Materials	
<p>1. This memorandum clarifies requirements for hazardous materials that have been labeled in accordance with U.S. Consumer Product Safety Commission (CPSC) regulations as resolved during the Environmental Compliance Sub-Group Meeting on 25 October 2017. Comparative analyses conducted as part of the development process for FGS in European Union (EU) countries have generally found that labeling requirements contained in Article 17 of Regulation (EC) No 1272/2008 of the European Parliament and of the Council of 16 December 2008 on classification, labelling and packaging of substances and mixtures are applicable.</p>	
<p>2. Hazardous materials labeled in accordance with U.S. CPSC regulations do not directly align with EC 1272/2008 labeling requirements. However, the U.S. CPSC labeling regulations respect the intent of EC 1272/2008 in that they alert the user of potential hazards and serve to draw the attention of workers to the more comprehensive information provided in safety data sheets. Hazardous materials labeled in accordance with U.S. CPSC regulations should not be required to have supplemental or revised labels added to comply with EC 1272/2008, because the hazards of substances and mixtures are adequately communicated to installation personnel through safety data sheets and required workplace hazard communication training. There should not be a requirement for DoD personnel in the EUCOM AOR to classify materials and affix supplemental or revised information to containers (e.g., pictograms, risk phrases, precautionary statements, etc.) in order to comply with EC 1272/2008. In other words, we find that the existing information is as protective of worker safety as the labeling requirements of EC 1272/2008.</p>	
<p>3. During the next scheduled update, the labeling requirements in the Hazardous Material chapter of each FGS within the EUCOM AOR will be revised to include the following sentence: "Hazardous materials labeled in accordance with U.S. Consumer Product Safety Commission regulations do not require supplemental or revised labeling." This clarification shall remain in effect until FGS updates to the Hazardous Materials chapters have been completed in each EU country.</p>	
 STEVEN R. HEARNE Theater Environmental Coordinator (TEC) Representative for Europe	

8.2. Safety Data Sheets (SDS). Work areas must maintain a SDS for every item of HM on the work area specific hazardous chemical list, conforming to AFI 90-821; Hazard Communication Program and Final Governing Standards (FGS). Sections 2 and 14 of the SDS must be reviewed for completeness and plausibility.

8.2.1. Section 2–Possible Risks. Ensure that the label described in [paragraph 8.3.1](#) is attached to the packaging and that the elements are matching the information of the corresponding SDS. When transporting substances and mixtures as a combination package, the inner package must always bear the required label, within the outer package, in accordance with GHS/OSHA. On a single package the GHS/OSHA label is optional.

8.2.2. Section 14–Transport Information. Ensure that the relevant information concerning the carriage of HM is available. If necessary, check whether the classification of the hazard class and the packing group can be verified using the information in Sections 9, 11 and 12 of the SDS. Ensure that the Proper Shipping Name (PSN) matches the UN Number in applicable dangerous goods regulations. Verify if the transportation labels and markings affixed on the packages match the SDS information.

8.3. Procedures. Units with responsibilities concerning storage, preparation and movement of HM must comply with the instructions prescribed in Chapter 3 of AFI 90-821; Hazard Communication Program and USAFEI 23-104; Command Dangerous Goods Program.

8.3.1. In accordance with paragraph 3.1.3.1. of the AFI 90-821, Unit supervisors must ensure that labels with the following information (label elements) are affixed on packages containing hazardous chemicals (References for EC/1272/2008 (CLP), 29 CFR Part 1910 (OSHA) are cited after the description in italic letters):

8.3.1.1. Product Identifier; Article 18, CLP/Part 1910.1200 (f)(1)(i), OSHA

8.3.1.2. Hazard Pictograms; Article 19, CLP/Part 1910.1200 (f)(1)(iv), OSHA

8.3.1.3. Signal Words; Article 20, CLP/Part 1910.1200 (f)(1)(ii), OSHA

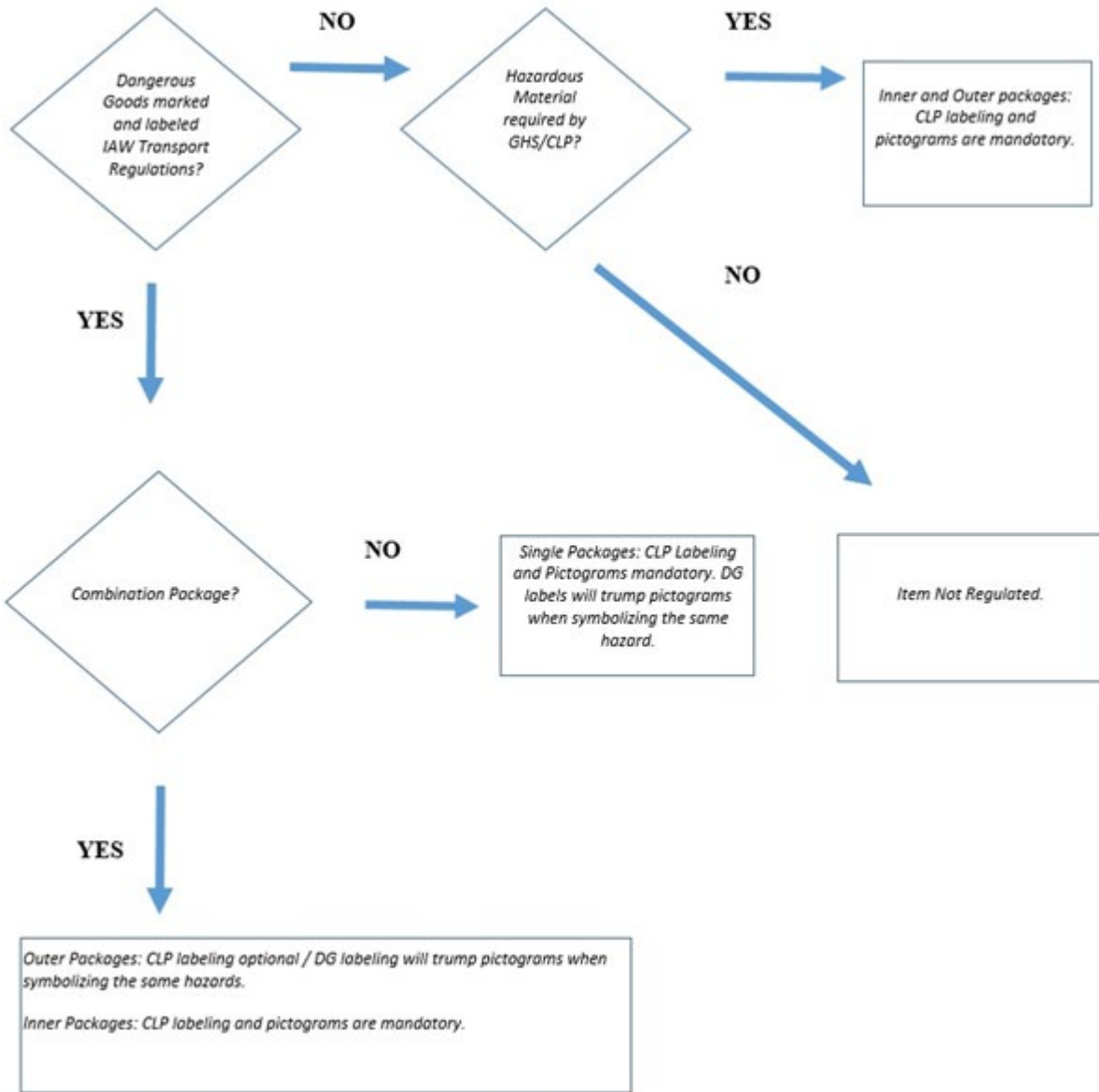
8.3.1.4. Hazard Statements; Article 21, CLP/Part 1910.1200 (f)(1)(iii), OSHA

8.3.1.5. Precautionary Statements; Article 22, CLP/1910.1200 (f)(1)(v), OSHA

8.3.1.6. Supplemental Information; Article 25, CLP/1910.1200 (f)(1)(vi), OSHA

8.4. Label Elements. Label elements containing the information described above in [paragraph 8.3.1](#) are required in addition to the labels and markings prescribed in the ADR. All hazardous substances and mixtures that are not regulated by the ADR or other transportation regulations (IMDG Code/IATA/RID etc.), but are classified in accordance with CLP or OSHA must show the described labels in accordance with CLP/OSHA. [Figure 8.2](#) below provides a decision maker flow chart for CLP labeling and pictograms.

Figure 8.2. CLP Article 33 Decision Chart.



Chapter 9

COMPLIANCE CHECKLISTS

9.1. General Inspection Requirements. Units must establish a program that standardizes their local compliance processes and ensures a continuous level of quality. Various checklists have been developed and are available on the IDGA SharePoint site. These may be used for assistance and as a tool during visual inspections by certifying officials and/or other responsible personnel. These checklists may also be used by UDGAs to support the completion of USAFE Form 63 Monitoring Reports. They should be used to verify dangerous goods are properly identified, packaged, marked, labeled, prepared, documented and carried in accordance with the relevant transport regulations. If required, checklists may be changed and tailored to specific functions executed by the unit. Checklists developed at unit level must be forwarded on to the IDGA office for approval. UDGAs must ensure checklists are implemented and used randomly by personnel involved in the carriage of HM. The proper use of checklists shall be subject to unit instructions concerning the safe movement of HM. (T-1)

9.2. Inspection Checklists. Developed Checklists do not replace the requirement to process DG through the relevant DG transport regulations. It is essential that DCOs, UDGAs and other personnel involved in the carriage of DG are trained accordingly, and become familiar with the DG regulations and associated military instructions.

Chapter 10

EXEMPTIONS FOR ON-BASE TRANSPORTATION OF HAZARDOUS MATERIAL

10.1. General Requirements. Within the boundaries of RAF Mildenhall, surface road movements of HM must:

10.1.1. Comply with the provisions laid down in the ADR; except for:

10.1.1.1. ADR Chapter 1.4, Safety Obligations of the Participants. Functional elements including Shipper, Consignor, Carrier, Driver, Consignee, Loader, Filler, Packer, Receiver must comply with the duties and responsibilities specified in **Chapter 12** of this DGMI.

10.1.1.2. ADR Part 9, Requirements concerning the construction and approval of vehicles. On-base movement of HM may be conducted with non-ADR certified military vehicles which meet DOD standards.

10.1.1.3. ADR Section 1.8.3. Safety Advisor. The IDGA must comply with the responsibilities listed in the USAFEI 23-104 CDGP.

10.1.1.4. ADR Section 5.1.2. Use of Overpacks. Overpacks used for packaging and transport of HM are not required to be marked and labeled in accordance with ADR 5.1.2 if they are marked according to **Chapter 8** of this DGMI. Orientation arrows required for the carriage of liquid HM are still required (Orientation arrows, as illustrated in ADR 5.2.1.9, may be added manually on the outside of the package if the original handling labels are not available).

10.1.1.5. ADR Section 2.2.1. Explosive substances and articles. For on-base transportation of ammunition and explosives refer to the DESR 6055.09 AFMAN 91-201, USAFE Supplement, or AFSOC Supplement, dependent on the transporters MAJCOM.

10.1.1.6. ADR Section 5.4.1, Dangerous goods transport document and related information. There is no requirement for a dangerous goods transport document to be raised for transportation taking place within the confines of RAF Mildenhall, provided the threshold limits specified in ADR 1.1.3.6.3. and 1.1.3.6.4. are not exceeded, and packages are properly marked and labeled in accordance with ADR and/or GHS/CLP. Note: Transport documents are not required for the carriage of HM in tanks/tank vehicles if the UN Number and Hazard Identification Number are correctly posted on orange colored plates mounted at the front and rear (and when required, the sides) of the transport unit.

10.1.1.7. For on-base deliveries of HM to/from the Aerial Port, this Chapter does not negate the need for a Shipper's Declaration for Dangerous Goods in accordance with the IATA or AFMAN 24-604 to accompany the DG packages. Additional information required by the ADR is not required on the Shipper's Declaration for Dangerous Goods when being moved on-base.

10.1.1.8. ADR Chapter 6.1, Requirements for the Construction and Testing of Packagings. Where practicable for outer packagings or single packages intended to contain liquid, UN Certified packages should be used to transport DG substances and articles around the confines of RAF Mildenhall. When not practicable the original manufacturer's package should be used; if the manufacturer's original packaging is not available a suitable sturdy package which is capable of containing any substance or article being carried should be used. Packages shall be protected from the weather conditions and secured adequately to prevent movement during normal transport conditions. Packaging material shall not react dangerously with the substance or article being

transported. This requirement does not apply to those substances or articles which are being transported as “Ready to Use” (e.g. lifesaving appliances being transported to an aircraft for operator use, Security Forces carrying munitions for their duties).

10.1.1.9. ADR Section 8.1.4.3. Fire-Fighting Equipment. US standardized fire extinguishers may be used.

10.2. Carriage of Pressurized Cylinders.

10.2.1. Transportable pressure receptacles may:

10.2.1.1. Only be transported with the shut-off valve closed and the required valve protection (e.g. protective cap or valve protection cage);

10.2.1.2. Only be rolled on the devices provided for this purpose (e.g. rolling tires, bottle bases or concave bottoms);

10.2.1.3. Not be thrown;

10.2.1.4. Only be handled with load bearing equipment that reliably prevents damage to or dropping of the transportable pressurized cylinder (magnetic cranes must not be used); and

10.2.1.5. Not be lifted by the valve guard or the valve, unless they are specifically designed for this purpose.

10.2.2. A valve protection device is not required for the internal transport of transportable pressurized gas cylinders with connected tapping devices when the shut-off valves are closed.

10.2.3. For the internal transport of acetylene cylinder bundles, the individual cylinder valves shall be open during transport. Bundles shall only be closed with the main shut-off valve.

10.2.4. During transport on vehicles and forklifts, pressurized gas cylinders must be secured in such a way that they cannot move. During carriage in closed vehicles, including those with tarpaulins, there shall be adequate ventilation both above and below, e.g. by means of ventilation slits, so that no dangerous explosive atmosphere can arise.

Chapter 11

WAIVERS AND RESTRICTIONS FOR OFF-BASE TRANSPORTATION OF HAZARDOUS MATERIAL

11.1. General Requirements. All dangerous goods being transported outside of RAF Mildenhall on public roads must be in accordance with the relevant National, European or International modal transport regulations (e.g. ADR/IMDG etc.), unless a Waiver has been issued by the Competent Authority to deviate from the regulatory requirements. For Host Nation Waivers covering road transport the Competent Authority issuing the Waivers will be the MOD Defence Safety Authority (DSA). Any road transport Waivers needed by RAF Mildenhall must be channeled through the IDGA for scrutiny, prior to it being processed through to the UK Host Nation Coordination Cell, and then on to the MOD.

11.2. Carriage of Tank Vehicles (R-11 or C300) on Low-bed Trailers.

11.2.1. Tank vehicles which do not appear on a Competent Authority Approval issued by the MOD DSA, or possess a valid certificate of approval (e.g. USAFE Form 68) according to USAFEI 23-104, Figure A2.3 or ADR Section 9.1.3. and all tank vehicles carried outside of the UK mainland must be drained and purged prior to off-base transportation. A Tank Cleaning document in accordance with [paragraph 7.11](#) must be prepared and accompany the transport unit. Tank vehicles that are drained and purged are subject to the requirements of UN 3166 and must comply with special provisions applicable to this UN Number only.

11.2.2. Tank vehicles with a valid certificate of approval carried within the borders of the UK mainland may not be purged but are subject to the following conditions.

11.2.2.1. The tank must be drained according to the specific operating instructions or technical orders.

11.2.2.2. No dangerous residues must be evident on the outside of the tank during carriage.

11.2.2.3. The tightness of the entire tank installation and its equipment must be checked and ensured. All openings must be closed during carriage.

11.2.2.4. The electrical systems of the tank vehicle must be disconnected from the power supply via the battery master switch, if available.

11.2.2.5. The provisions of ADR Chapter 5.2. and Chapter 5.3. concerning marking, labelling and placarding of the tank vehicle (when carried as a load) must be adhered to (empty, unpurged tank vehicles must be treated as full).

11.2.2.6. The provisions of ADR Chapter 5.4. for transport documentation and related information must be applied. This includes the proper entries added to the transport document, e.g. EMPTY TANK VEHICLE, LAST LOAD: UN 1863, FUEL, AVIATION, TURBINE ENGINE, 3, PG II, (D/E).

11.2.2.7. The driver of the carrying vehicle used to transport the tank vehicle, must be in possession of a valid training certificate in accordance with ADR Part 8, the certificate must cover the UN Class being carried and Carriage in Tanks.

11.2.2.8. There is no requirement for the carrying vehicle to carry a certificate of approval in accordance with ADR Part 9. However, the carrying vehicle must meet the requirements of ADR

Chapter 5.3, orange colored plates must be shown on the front and rear. The carrying vehicle must also carry the required firefighting equipment and personal protective equipment in accordance with [paragraph 11.2.2.9](#).

11.2.2.9. Tank vehicles carried as loads must be equipped with the miscellaneous equipment, personal protection equipment and firefighting extinguishers in accordance with ADR Chapter 8.1.

11.2.2.10. The vehicle registration must be listed within the MOD Waiver covering Contingency/Mission Critical Operations and/or Routine Installation Support requirements. If the vehicle registration is not listed within the Waiver, the vehicle must not be transported utilizing the Waiver, [paragraph 11.2.1](#) applies.

11.2.2.11. A copy of the MOD Waiver must be carried within the vehicle IAW [paragraph 7.6](#) of this DGMI.

11.3. Hierarchy of R11 Deployments. Although none of the current RAF Mildenhall R11 tanker fleet are fully compliant with the ADR requirements, some R11 tankers have had modifications and tank tests completed on them. Therefore, any R11 that has had ADR modifications, an in date USAFE Form 68 and an in date tank test certificate must be considered first for deployments. If none of the ADR Modified, tank tested vehicles are available, the ADR Modified no tank test vehicles must then be considered, if none of these vehicles are available, only then should non ADR Modified, non-tank tested vehicles be deployed to support mission requirements. Any questions regarding the transportation of tank vehicles on deployments should, in the first instance, be posed to the 100 LRS UDGA.

11.4. Host Nation Approved Derogations and Transitional Provisions (ADTP). The following ADTP only apply in relation to carriage by road wholly within the United Kingdom.

11.4.1. Road Derogation 5: Load Thresholds for Class 1 Goods: 1) ADR 1.1.3 may be applied with the following modifications to the table in 1.1.3.6: a) in the second row, omit the entry for Class 1; b) after the second row, insert a new row: “1A Class 1: 1.1B to 1.1J/1.2B to 1.2J/1.3C/1.3G/1.3H/1.3J/1.5D 50” c) in the third row, omit the entry for Class 1; d) after the third row, insert a new row: “2A Class1: 1.4B to 1.4G and 1.6N 500” e) at the end, in the note “a” omit “0081, 0082, 0084, 0241, 0331, 0332, 0482”. 2) In 1.1.3.6.4: a) after “multiplied by “20””; insert: “-The quantity of substances and articles of transport category 1A multiplied by “20””; And b) after “multiplied by”3””, omit “and” and insert: “-The quantity of substances and articles of transport category 2A multiplied by “2””; and.”

11.4.2. Road Derogation 6: Quantities of Class 1 Explosive Articles: The table in ADR 7.5.5.2.1. may be treated as being amended so that the total quantity of Class 1 explosive articles in compatibility groups C, D, E or J and division 1.1 carried on one EX/II vehicle shall not exceed 5,000 kilograms.

Chapter 12

DUTIES AND RESPONSIBILITIES OF PERSONNEL INVOLVED IN THE CARRIAGE OF DANGEROUS GOODS

12.1. General. This chapter supplements the USAFEI 23-104 and ADR with specific requirements applicable to RAF Mildenhall. The participants in the carriage of dangerous goods must comply with the requirements of the ADR and local regulations described in this instruction. **(T-0)** They must take appropriate measures according to the nature and the extent of foreseeable dangers, so as to avoid damage or injury and, if necessary, to minimize their effects. When there is an immediate risk that both public and on-base safety may be jeopardized, the participants shall immediately notify the emergency services and shall make available to them the information they require to take action.

12.2. Compliance. Obligations described in this Chapter are based on host nation dangerous goods regulations. They are not intended to be exhaustive and may not reflect all possible scenarios and processes. Violation of responsibilities may be subject to mission delays or mission stoppage, in extreme circumstances individuals may face legal trial which could result in fines or imprisonment. Checklists shall be used to ensure compliance with ADR and local host nation dangerous goods regulations.

12.3. Participants. The following lists the participants and a general description of their responsibilities.

12.3.1. The Shipper. Any unit which mandates a consignor to act as such and to consign dangerous goods on its own behalf or by means of a third person.

12.3.2. The Consignor. Any unit which consigns dangerous goods (i.e. entering dangerous goods into public traffic) either on its own behalf or for a third party, such as the Shipper.

12.3.3. The Packer. Any unit which puts dangerous goods into packages, including large packages and intermediate bulk containers (IBCs), or prepares packages for carriage. A packer also means any unit which changes packages or their marking or labeling.

12.3.4. The Loader. Any unit which loads packaged dangerous goods, into or onto a vehicle, or loads a container, bulk container onto a vehicle. Loader also means any unit which, as the direct owner, carries dangerous goods themselves or passes dangerous goods over to a carrier for carriage.

12.3.5. The Filler. Any unit which fills dangerous goods into a tank, tank vehicle, demountable or portable tank, tank container, large container or small container for carriage in bulk, a bulk container, in a vehicle for carriage in bulk or a cargo tank.

12.3.6. The Carrier. The unit which carries out the transport operation with or without a transport contract.

12.3.7. The Driver. Persons which drive vehicles carrying dangerous goods, either drivers with an ADR training certificate in accordance with ADR Chapter 8.2, or drivers without an ADR training certificate, carrying dangerous goods in quantities not exceeding the threshold limits of ADR 1.1.3.6. If the driver does not load the vehicle themselves, they remain responsible alongside the person who is actually loading, within the scope of reasonable influence. The driver of the vehicle

is obliged to check the load securing before departure by conducting an external inspection and to correct any visible defects during the journey.

12.3.8. The Unloader. The unit which removes a container, bulk container, tank container or portable tanks from a vehicle, unloads packaged dangerous goods, small containers or portable tanks out of or from a vehicle or container, or discharges dangerous goods from a tank or from a vehicle, large or small container for carriage in bulk or a bulk container.

12.3.9. The Consignee. The unit according to the contract for carriage. If the consignee designates a third party in accordance with the provisions applicable to the contract for carriage, this person shall be deemed to be the consignee within the meaning of the ADR. If the transport operation takes place without a contract for carriage, the enterprise which takes charge of the dangerous goods on arrival shall be deemed to be the consignee.

12.3.10. The Installation Dangerous Goods Advisor (IDGA). The IDGA is a trained and appointed individual, executing the RAF Mildenhall Dangerous Goods Management Instruction on behalf of the 100 ARW/Commander. **(T-0)**

12.3.11. The Unit Dangerous Goods Advisor (UDGA). UDGAs are trained and appointed individuals executing the Unit Dangerous Goods Program on behalf of their Squadron or Group Commanders. UDGAs ensure unit compliance with Dangerous Goods Programs and movement regulations within their AOR. UDGA duties are identified in HM regulations and fit the duty of a senior supervisor in charge. **(T-1)** As a minimum it is recommended that the UDGA is a higher rank than those personnel appointed as DCOs.

12.3.12. The Dangerous Goods Certifying Official (DCO). DCOs are trained and appointed individuals, this appointment is mandatory for units executing “Consignor” duties, entering dangerous goods on to public roads. DCOs declare, by signing the required transport document in accordance with ADR 5.4.1. that the contents of the consignment are fully and accurately described in the transport document and that the dangerous goods are correctly classified, packaged, marked and labelled/placarded and in all respects in proper condition for transport according to applicable international and national governmental regulations. **(T-1)**

12.4. Safety Obligations. Persons employed by organizations whose duties concern the carriage of dangerous goods, must be familiar with the requirements governing the carriage of such goods appropriate to their responsibilities and duties. **(T-0)** Each Unit Commander must ensure, through the appointed UDGA that, all persons involved in the carriage of dangerous goods are trained in accordance with the USAFEI 23-104 and **chapter 6** of this instruction according to their functions, and are aware of their obligations. Employees must be trained before assuming responsibilities and must only perform functions under the direct supervision of a trained person when required training has not yet been provided. Persons executing duties in accordance with the ADR and local host nation dangerous goods regulations must ensure compliance with the following safety obligations, as applicable. Note: An individual may fulfil multiple roles within the roles detailed in **paragraphs 12.4.1** through to 12.4.13. this does not remove their obligations to follow all of the safety responsibilities within each role they are undertaking.

12.4.1. The Shipper will:

12.4.1.1. Ensure that the substance or article being offered for transport is correctly classified and identified. Information that must be passed on to the consignor include; UN Number, Proper Shipping Name and where applicable the Packing Group. The net quantity of the substance or

article must be provided, or the gross weight where applicable. If another unit is acting as the consignor, the shipper must provide an up to date safety data sheet/technical data sheet relevant to the substance or article being offered for transport.

12.4.2. The Consignor will:

12.4.2.1. Ascertain that the dangerous goods are classified and authorized for carriage in accordance with the relevant dangerous goods modal regulations.

12.4.2.2. Provide the carrier with information and data in a traceable form, such as a dangerous goods transport document and accompanying documents, such as waivers, tank cleaning certificates etc.

12.4.2.3. Use only packagings, IBCs and tanks (tank vehicles, demountable tanks, portable tanks and tank containers) approved for and suited to the carriage of the substances concerned and bearing the marks prescribed by the relevant dangerous goods modal regulations.

12.4.2.4. Ensure that even empty uncleaned and not degassed tanks or empty uncleaned vehicles and bulk containers are placarded, marked and labelled in accordance with the relevant dangerous goods modal regulations.

12.4.2.5. When the consignor acts on behalf of a third party, the latter shall inform the consignor in writing that dangerous goods are involved and make available to them all the information and documentation they need to perform their obligations.

12.4.3. The Packer will:

12.4.3.1. Limited Quantities. Comply with the provisions on packing, placement in overpacks and marking in accordance with ADR/IMDG Chapter 3.4.

12.4.3.2. Excepted Quantities. Comply with the provisions on packing, placement in overpacks and marking in accordance with ADR/IMDG Chapter 3.5.

12.4.3.3. Ensure the requirements concerning packing conditions, or mixed packing conditions are met.

12.4.3.4. Ensure the requirements concerning the marking and labelling of packages are met.

12.4.3.5. Overpacks. When preparing an overpack, they will ensure the packages within the overpack are secured, and the provisions concerning marking and labelling of overpacks are met.

12.4.4. The Loader will:

12.4.4.1. Dangerous Goods authorized for road transportation. Only hand over dangerous goods to the carrier which are authorized for carriage in accordance with the ADR. **(T-0)**

12.4.4.2. Incomplete or damaged packages. When handing over packed dangerous goods or uncleaned empty packages for carriage, they must ensure the packages are examined for evidence of incompleteness, damage to the package or signs of dangerous goods residue to the outer surface of the package. The loader shall not hand over a package or uncleaned empty package if the package is clearly incomplete, damaged, showing signs of leaking, there are signs of a risk of leaking or the outer surface shows signs of dangerous goods residue. This also applies to packages being transported as Limited Quantities, Excepted Quantities or overpacks. **(T-0)**

12.4.4.3. Partial Emptying of Packages. Ensure that a package from which a part of the dangerous goods contained in it has been removed, is loaded only if the packaging complies with the provisions of ADR sub-section 4.1.1.1.

12.4.4.4. Empty Packages. Ensure that the provisions concerning empty packages under ADR sub-section 4.1.1.11. in conjunction with ADR sub-section 4.1.1.1. are met.

12.4.4.5. Ensure the provisions of ADR Chapter 7.5. are met, including the Mixed Loading Prohibitions detailed in ADR 7.5.2.1. and 7.5.2.2.

12.4.4.6. Carriage in Tanks. Ensure that the provisions concerning vehicles carrying tank containers and portable tanks under ADR Section 7.4.1. are complied with. **(T-0)**

12.4.4.7. Ensure after loading dangerous goods into a container comply with the requirements concerning placarding, marking and orange colored plates in accordance with ADR Chapter 5.3.

12.4.4.8. The Loader may in cases rely on information or data provided to them by other participants.

12.4.5. The Filler will:

12.4.5.1. Ensure the information provided in TO 37-1-1, Technical Manual, General Operation and Inspection of Installed Fuel Storage and Dispensing Systems, is followed.

12.4.5.2. Only fill tanks with the dangerous goods authorized for carriage in those tanks.

12.4.5.3. Ensure that after filling the tank all closures are in the closed position and there is no leakage.

12.4.5.4. Ensure that no dangerous goods residue of the filling substance adheres to the outside of the tank filled by them.

12.4.5.5. In preparing the dangerous goods for carriage, comply with the requirements concerning placarding, marking and orange colored plates in accordance with ADR Chapter 5.3.

12.4.6. The Carrier will:

12.4.6.1. Ascertain that the dangerous goods to be carried are authorized for carriage in accordance with the ADR.

12.4.6.2. Ascertain that all information prescribed in the ADR related to the dangerous goods to be carried has been provided by the consignor before carriage and that the prescribed documentation is on board the transport unit. If electronic data techniques are used, the information shall be readily available during transport in a manner at least equivalent to that of paper documents.

12.4.6.3. Ensure that visually the vehicle and load have no obvious defects, leakages, cracks or missing equipment etc.

12.4.6.4. Ensure that any vehicle that requires a certificate in accordance with ADR Part 9, has not expired and is available to the driver during the journey.

12.4.6.5. For those vehicles not holding a certificate in accordance with ADR Part 9, a waiver covering the journey must be available to the driver during the journey.

12.4.6.6. Verify that the vehicle is not overloaded.

12.4.6.7. Ensure that the placards, marks and orange colored plates prescribed for the vehicles in ADR Chapter 5.3. have been affixed.

12.4.6.8. Ensure that the equipment prescribed in the ADR for the transport unit, vehicle crew and certain classes is on board the transport unit and functional, in accordance with ADR Sections 8.1.4. and 8.1.5. **(T-0)**

12.4.6.9. Ensure the driver allocated to the task has received the relative training in accordance with the ADR training requirements, where applicable the ADR Driver's Certificate covers the UN Classes being transported on the transport unit. **(T-0)**

12.4.6.10. Ensure a copy of the Instructions in Writing are available for the driver in a language that they can understand. Ensure that each member of the vehicle crew concerned understands the instructions and is capable of carrying out these instructions properly. **(T-0)**

12.4.6.11. The Carrier may in cases rely on information or data provided to them by other participants. In the case of **paragraph 12.4.6.3** they may rely on what is certified in the "container/vehicle packing certificate" in accordance with ADR 5.4.2. for the load inspection for defects.

12.4.6.12. Provide the driver with the required equipment for load securing. This equipment must be serviceable and capable of restraining the load under normal transport conditions. **(T-0)**

12.4.6.13. Security and supervision of vehicles. Ensure compliance with regards to the supervision requirements in accordance with ADR Chapters 8.4 and 8.5. **(T-0)** When required, ensure a Security Plan is in place when required, in accordance with ADR Chapter 1.10 and Chapter 4 of the DGMI. **(T-0)**

12.4.7. The Driver will:

12.4.7.1. Not carry a package that is visibly incomplete or damaged, or shows signs of leaking.

12.4.7.2. Comply with Tunnel Restrictions in accordance with ADR 8.6.4.

12.4.7.3. For loads exceeding the threshold limits in ADR 1.1.3.6., the driver will ensure they have a valid ADR Driver's Certificate covering the UN Classes being carried.

12.4.7.4. Ensure the correct placards and orange colored plates are affixed to the vehicle when required. The driver must remove the placards and orange colored plates when the load no longer requires them. Either the dangerous goods are no longer being carried by the vehicle, or the load falls below the threshold limits in ADR 1.1.3.6.

12.4.7.5. In the event of an accident or incident take actions prescribed in the Instructions in Writing.

12.4.7.6. Ensure the vehicle fire-fighting equipment in accordance with ADR 8.1.4. is available on the vehicle and serviceable prior to the start of the task.

12.4.7.7. Ensure the vehicle equipment and personal protection equipment in accordance with ADR 8.1.5. is available on the vehicle and serviceable.

12.4.8. The Unloader will:

12.4.8.1. Ensure the correct goods are unloaded by comparing the relevant information on the transport document with the information on the package, container, tank or vehicle.

12.4.8.2. Before and during unloading, check whether the packagings, the tank, the container or the vehicle have been damaged to an extent which would endanger the unloading operation. If this is the case, ascertain that unloading is not carried out until appropriate measures have been taken.

12.4.8.3. Comply with all the relevant requirements concerning unloading and handling.

12.4.8.4. Immediately following the unloading operation, remove any dangerous goods residues which have adhered to the outside of the tank, vehicle, container or packages, and where appropriate, ensure the closure of valves and inspection openings.

12.4.8.5. Ensure that the prescribed cleaning and decontamination of the vehicles or containers is carried out.

12.4.8.6. Ensure that the containers once completely unloaded, cleaned and decontaminated, no longer display the placards, marks and orange colored plates that had been displayed in accordance with ADR Chapter 5.3.

12.4.9. The Consignee will:

12.4.9.1. Acceptance of dangerous goods. Not defer or refuse acceptance of the goods without compelling reasons. **(T-0)**

12.4.9.2. Compliance. Verify after unloading and before return or reuse that the requirements of ADR concerning him have been complied with. **(T-0)**

12.4.9.3. Non-compliance with 12.4.9.2. If an examination of a container reveals an infringement of the provisions of ADR, not return the container to the carrier until the infringement has been corrected. **(T-0)**

12.4.9.4. Accident/Incident Report. Ensure, with the assistance of the UDGA (if necessary the IDGA) a report is submitted to the IDGA immediately after an accident or incident has occurred. **(T-0)**

12.4.10. The IDGA will:

12.4.10.1. Comply with all the responsibilities listed in the USAFE-AF AFRICA 23-104 Command Dangerous Goods Program, Section 2.4.

12.4.11. The UDGA will:

12.4.11.1. Comply with the UDGA duties and responsibilities described in the USAFE-AF AFRICA 23-104 Command Dangerous Goods Program, Section 2.6. **(T-1)**

12.4.11.2. Implement and execute the Unit Dangerous Goods Program described in this instruction on behalf of the Group or Squadron Commander. **(T-1)**

12.4.11.3. Ensure personnel are aware of the exemptions for on-base transportation of HM within the boundaries of RAF Mildenhall, as described in [Chapter 10](#) of this DGMI. **(T-1)**

12.4.11.4. Inspection Checklists. Ensure Checklists are developed and used to meet the Units requirements when involved in the process of transporting dangerous goods. **(T-1)**

12.4.11.5. Ensure personnel within their AOR are aware of waivers and restrictions concerning off-base transportation of HM. **(T-1)**

12.4.11.6. Ensure personnel are aware of actions to be taken in case of an incident/accident, as described in [Chapter 3](#).

12.4.11.7. Appointment Orders. Process Appointment Orders up to the Commander for signature, and ensure the subject of the Appointment Order signs to accept the Appointment. Ensure that signed copies of appointment orders for UDGAs and DCOs are kept on record, and forwarded on to the IDGA as soon as the Commander and subject have signed the USAFE Form 66 or USAFE Form 67, as applicable, within 45 days of completion of training.

12.4.11.8. Annual Dangerous Goods Report. Ensure that the Annual Dangerous Goods Report required in accordance with the USAFEI 23-104 is completed in line with the IDGA's guidance. The report covers a 12 month period, 1 October through to the 30 September the following year. The UDGA's final report must be sent to the IDGA utilizing the USAFE Form 60 by 7 November each year.

12.4.11.9. Security. Ensure that the Unit meets the security requirements described in **Chapter 4**. In particular ensure that a security plan according to Section 4.4. is in place and observed when handling high consequence dangerous goods. This must be reviewed at least annually.

12.4.11.10. Vehicle Equipment and Fire Extinguishers. When executing carrier duties in accordance with 12.4.6. ensure that equipment and fire extinguishers required and described in **Chapter 5** are available on vehicles carrying dangerous goods. **(T-1)**

12.4.11.11. ADR Certified Vehicles. Ensure that the USAFE Form 68, Certificates of Approval for Vehicles carrying Certain Dangerous Goods, (or equivalent forms) of vehicles assigned to the unit are kept on file. Keep track of vehicle and tank inspection dates in accordance with ADR 6.8.2.4. and 9.1.2.3. Keep all tank test certificates of each ADR certified tank vehicle on file as a tank file record document for the duration of the certificate's life.

12.4.11.12. Training. Review **Chapter 6** for available training courses. Ensure employees executing the duties described in **Chapter 12** are properly trained to complete their roles. Taking into account TDY and PCS dates, ensuring there is not a shortfall in Unit trained personnel.

12.4.11.13. HazCom Training. Ensure those personnel that require HazCom training are trained in line with the training offered by 100 CES.

12.4.11.14. Hazardous Waste Storage Area and Accumulation Points. Ensure those personnel who require Hazardous Waste training are trained in line with the training offered by 100 CES.

12.4.11.15. List of Trained Personnel. Ensure that the Unit's Master List of dangerous goods trained personnel covers the following;

12.4.11.16. NOT USED

12.4.11.16.1. Type of Training

12.4.11.16.2. Last Name, First Name

12.4.11.16.3. Office Symbol

12.4.11.16.4. Course Number (Obtained from Certificate)

12.4.11.16.5. Drivers License or Certificate Number

12.4.11.16.6. Course Dates

12.4.11.16.7. Type of Appointment (e.g. UDGA, DCO)

12.4.11.16.8. Management Internal Control Toolset (MICT). Ensure that MICT checklists are uploaded to the Unit's MICT home and frequently assessed, as directed.

12.4.12. The DCO will:

12.4.12.1. USAFE Command Dangerous Goods Program. Comply with DCO (Certifier) duties and responsibilities described in the USAFE-AF AFRICA 23-104 Command Dangerous Goods Program. **(T-1)**

12.4.12.2. Preparation and Carriage of Hazardous Material. Follow steps 1–13 (sequence of operations) described in Section 2.1. when preparing and certifying dangerous goods consignments for off-base transportation. **(T-1)**

12.4.12.3. Waivers and Restrictions. Review **Chapter 11** for waivers and restrictions applicable to the Unit's area of responsibility.

12.4.12.4. Checklists. Use appropriate checklists to ensure compliance with dangerous goods regulations when releasing dangerous goods on to public roads. Ensure that copies of the completed checklists are attached to applicable transport documents, and available on file. Various checklists can be found on the IDGA SharePoint site.

12.4.12.5. Documentation. Review **Chapter 7** of this DGMI to identify the types of documents that may be required for the consignment. **(T-1)**

12.4.12.6. Transport Document. Follow step by step instructions for completing the dangerous goods transport document, described in Section 7.2.4 and **Attachment 10**. **(T-1)**

12.4.12.7. Equipment and Fire Extinguishers. Review **Chapter 5** to identify which vehicle equipment, personal protective equipment and how many fire-extinguishers are required to be on the vehicles carrying dangerous goods. **(T-1)**

12.4.12.8. Packages. Ensure correctly tested packages are used in line with relevant packing instructions. Ensure all required marks and labels are affixed or embossed on the package as required. **(T-1)**

12.4.12.9. Compatibility of dangerous goods. Review ADR Chapter 7.5. for mixed loading restrictions on vehicles and in containers. If a multi-modal journey is involved, ensure Part 7 of the IMDG Code is complied with.

12.4.12.10. Load Securing. Ensure packages are adequately secured by the loaders of vehicles or containers in accordance with ADR 7.5.7. **(T-0)**

12.4.12.11. Placarding. Ensure vehicles carrying dangerous goods are properly placarded and marked in accordance with **paragraph 2.1.11** of this instruction.

12.4.12.12. Where applicable all Special Provisions listed in the List of Dangerous Goods are read and understood.

Chapter 13

EUROTUNNEL'S DANGEROUS GOODS GUIDE

13.1. General Information. The Eurotunnel (also known as Le Shuttle or Channel Tunnel) which runs between the UK and mainland Europe have their own dangerous goods guide which is more restrictive than the ADR Agreement. If utilizing the Eurotunnel as a mode of transporting dangerous goods, the Eurotunnel Dangerous Goods Guide must be consulted and followed. As with any multi modal journey, if there is a conflict between two or more dangerous goods regulations, the most restrictive must be followed. A link to the Eurotunnel's Dangerous Goods Guide can be found at the following URL: https://www.eurotunnelfreight.com/uploadedfiles/xnt/adr_2019_uk.pdf Further information of the processes to follow at the Eurotunnel Terminal can be found at the following URL: <https://www.eurotunnelfreight.com/uk/safety-and-security/dangerous-goods/>

Chapter 14

IDGA SHAREPOINT SITE

14.1. General Information. The RAF Mildenhall IDGA SharePoint can be found at the following URL: <https://usaf.dps.mil/sites/100msg/IDGA/SitePages/Home.aspx>

14.2. SharePoint Content. The following content is available on the IDGA SharePoint site.

14.2.1. Latest electronic versions of the ADR.

14.2.2. Latest electronic version of the AFMAN 24-604.

14.2.3. Blank copy of the recommended dangerous goods transport document.

14.2.4. Filled out examples of the dangerous goods transport document.

14.2.5. Latest electronic version of the Globally Harmonized System of Classification and Labelling of Chemicals (GHS).

14.2.6. High Consequence Dangerous Goods Security Plan template.

14.2.7. Information on the latest version of the IATA (note: not a copy of the latest IATA Regulations).

14.2.8. Copies of RAF Mildenhall Dangerous Goods Checklists.

14.2.9. Latest electronic version of the USAFEI 23-104 Command Dangerous Goods Program, and the RAF Mildenhall Dangerous Goods Management Instruction.

14.2.10. Latest electronic versions of the USAFEI 23-104 Command Dangerous Goods Program Forms.

14.2.11. Latest electronic version of the USAFEI 24-209 Transportation of Explosives on Public Roads in the United Kingdom.

14.2.12. Copies of MOD Waivers covering the deployment of the USAFE R11/C300 Tanker Fleet within the UK.

Jacobus, Gene A., Col USAF
Commander, 100 Air Refueling Wing

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

ADTP, Approved Derogations and Transitional Provisions, United Kingdom, 16 April 2012

ADR, Agreement Concerning the International Carriage of Dangerous Goods by Road, 29 January 1968

DAFI 90-160, Publications and Forms Management, 14 April 2022

AFI 90-821, Hazard Communication Program, 13 May 2019

AFMAN 24-604, Preparing Hazardous Material for Military Shipments, 9 October 2020

AFMAN 32-7002, Environmental Compliance and Pollutions Prevention, 4 February 2020

AFI 33-322, Records Management and Information Governance Program, 28 July 2021

DESR6055.09 AFMAN 91-201, Explosives Safety Standards, 28 May 2020

DESR6055.09 AFMAN 91-201, USAFE Supplement, 6 January 2021

DESR6055.09 AFMAN 91-201, AFSOC Supplement, 14 December 2020

29 CFR, Occupational Safety and Health Administration, 1938

40 CFR, Protection of Environment, 1938

49 CFR, Transportation, 1938

CLP, Classification, Labeling and Packaging Directive (EC 1272/200), 16 December 2008

DOD 4500.9R, Defense Transportation Regulation (DTR), May 2014

DODI 6050.05, DOD Hazard Communication (HAZCOM) Program, 26 February 2019

DSA 03 DLSR, Movement and Transport Safety Regulations—Regulation 6—Schedule 1 Dangerous Goods Manual, 1 January 2019

Eurotunnel Dangerous Goods Guide, 2015

GHS, Globally Harmonized System of Classification and Labelling of Chemicals, 25 April 2002

IATA, International Air Transport Association Dangerous Goods Regulations, 1 January 1959

IMDG Code, International Maritime Dangerous Goods Code, 1 January 2004

Statutory Instrument 2009 No. 1348, The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations 2009, 1 July 2009

Technical Order 37-1-1, Technical Manual, General Operation and Inspection of Installed Fuel Storage and Dispensing Systems, 31 December 2003

USAFEI 23-104, USAFE Command Dangerous Goods Program, 2 March 2022

USAFEI 24-209, Transportation of Explosives on Public Roads in the United Kingdom, 18 March 2016

Prescribed Forms

None

Adopted Forms

AF Form 847; *Recommendation for Change of Publication*

DD Form 2890; *DOD Multimodal Dangerous Goods Declaration*

MOD F/Mov 1042; *Dangerous Goods Note*

USAFE Form 60; *Command/Installation Dangerous Goods Advisor Annual Report*

USAFE Form 61; *Accident/Incident Report on Occurrences During the Carriage of Dangerous Goods/Hazardous Waste*

USAFE Form 63; *Command Dangerous Goods Advisor (CDGA)/Installation Dangerous Goods Advisor (IDGA) Monitoring Report*

USAFE Form 66; *Dangerous Goods Advisor (DGA) Appointment Order*

USAFE Form 67; *Certifying Official (DCO) for Dangerous Goods Movements Appointment Order*

USAFE Form 68; *Certificate of Approval for Vehicles Carrying Certain Dangerous Goods*

USAFE Form 69; *Vehicle Inspection Checklist—Prerequisite for the ADR Inspection*

Abbreviations and Acronyms

ADTP—Approved Derogations and Transitional Provisions

ADR—Agreement concerning the International Carriage of Dangerous Goods by Road

AOR—Area of Responsibility

AWB—Airway Bill

CAA—Competent Authority Approval

CAD—Competent Authority Document

CC—Unit Commander

CDGA—Command Dangerous Goods Advisor

CDGP—Command Dangerous Goods Program

CFR—Code Federal Regulation

CLP—Classification, Labeling and Packaging Directive (EC 1272/2008)

DESR—Defense Explosive Safety Regulation

DG—Dangerous Goods

DCO—Dangerous Goods Certifying Official

DGA—Dangerous Goods Advisor

DGMI—Dangerous Goods Management Instruction

DGP—Dangerous Goods Program
DGR—Dangerous Goods Regulations
DLA—Defense Logistics Agency
DOD—Department of Defense
DOT—Department of Transport
DSA—Defence Safety Authority
DTR—Defense Transportation Regulation
EmS—Emergency Schedule
EUCOM—European Command
EWC—European Waste Code
EX—Explosives
FGS—Final Governing Standards
FL—Flammable Liquids
GHS—Global Harmonized System of Classification and Labeling of Chemicals
GSU—Geographically Separated Unit
HAZCOM—Hazard Communication
HAZMAT—Hazardous Material (in the context of this Instruction, means the same as dangerous goods)
HCC—Hazardous Classification Code
HD—Hazard Division
HM—Hazardous Material
HN—Host Nation
HNCA—Host Nation Competent Authority
HMIRS—Hazardous Material Information Resource System
HNSA—Host Nation Surveillance Agency
HQ—Headquarters
HW—Hazardous Waste
HWPS—Hazardous Waste Profile Sheet
IATA—International Air Transport Association Dangerous Goods Regulations
IAW—In Accordance With
IDGA—Installation Dangerous Goods Advisor
IHC—Interim Hazardous Classification
IMDG—International Maritime Dangerous Goods Code

ISO—International Organization for Standardization

JHCS—Joint Hazardous Classification System

Kg—Kilogram

L–Liter—MFR—Memorandum for Record

MICT—Management Internal Control Toolset

MOD—Ministry of Defence

MTSR—Movement and Transport Safety Regulator

NATO—North Atlantic Treaty Organization

NEM—Net Explosive Mass (means the same as NEQ, Net Explosive Quantity or NEW, Net Explosive Weight)

OPR—Office of Primary Responsibility

OSHA—Occupational Safety and Health Administration

PG—Packing Group

PPE—Personal Protective Equipment

PSN—Proper Shipping Name

POV—Privately Owned Vehicle

RID—Regulations concerning the International Carriage of Dangerous Goods by Rail

SI 1348—Statutory Instrument 2009 No. 1348 The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations 2009

SOFA—Status of Forces Agreement

SDS—Safety Data Sheet

TCN—Transport Control Number

UDGA—Unit Dangerous Goods Advisor

UDGP—Unit Dangerous Goods Program

UN—United Nations

UK—United Kingdom

US—United States

USAFEI—United States Air Force Europe Instruction

Attachment 2

USAFE FORM 60 ANNUAL DANGEROUS GOODS ADVISOR ANNUAL REPORT

Figure A2.1. USAFE Form 60 Command/Installation Dangerous Goods Advisor Annual Report (Front).

ANNUAL DANGEROUS GOODS ADVISOR REPORT			1. REPORT PERIOD / YEAR	
<i>REF. USAFEI 23-104, COMMAND DANGEROUS GOODS PROGRAM</i>				
2. FROM:			3. TO:	
			<input type="checkbox"/> COMMAND DANGEROUS GOODS ADVISOR <input type="checkbox"/> INSTALLATION DANGEROUS GOODS ADVISOR <input type="checkbox"/> UNIT DANGEROUS GOODS ADVISOR	
4. TYPE AND GROSS MASS OF DANGEROUS GOODS MOVED IN METRIC TONS BY HAZARDOUS CLASS				
HAZARDOUS CLASS (a)	≤ 5 METRIC TONS (b)	5 - 50 METRIC TONS (c)	≥ 50 - 1000 METRIC TONS (d)	≥ 1000 METRIC TONS (e)
1.1				
1.2				
1.3				
1.4				
1.5				
1.6				
2.1				
2.2				
2.3				
3				
4.1				
4.2				
4.3				
5.1				
5.2				
6.1				
6.2				
7				
8				
9				
5. REPORTABLE INCIDENTS/ACCIDENTS				
TYPE OF INCIDENT/ACCIDENT (a)	AMOUNT (b)	TYPE OF INCIDENT/ACCIDENT (c)	AMOUNT (d)	
POLLUTION / SPILL		EXPLOSION FOLLOWED BY FIRE		
FIRE		MISSING / WRONG IDENTIFICATION		
EXPLOSION		MISSING / LACK OF LOAD SECURING		
e. TOTAL				
6. ADDITIONAL COMMENTS CONCERNING DANGEROUS GOODS SAFETY				
NOTE: The annual report must be released to Host Nation Authorities upon request. Coordination with the CDGA is required prior to releasing the information.				

Figure A2.2. USAFE Form 60 Command/Installation Dangerous Goods Advisor Annual Report (Reverse).

IDGA - Installation Dangerous Goods Advisor; DGA - Dangerous Goods Advisor; DCO - Dangerous Goods Certifying Officer; ADR - Agreement Concerning the International Carriage of Dangerous Goods by Road; CDGA - Command Dangerous Goods Advisor; UDGA - Unit Dangerous Goods Advisor; RID - European Regulation Concerning the International Carriage of Dangerous Goods by Rail; DGR - Dangerous Goods Regulation; IMDG-CODE - International Maritime Dangerous Goods - Code.					
7. IDGA ACTIVITIES					
a. NUMBER OF DGAMONITORING REPORTS			b. NUMBER OF DEFICIENCIES REPORTED AND CORRECTED		
TYPE OF CLASSES CONDUCTED	NUMBER OF CLASSES CONDUCTED	NUMBER OF CERTIFICATES ISSUED	TYPE OF CLASSES CONDUCTED	NUMBER OF CLASSES CONDUCTED	NUMBER OF CERTIFICATES ISSUED
c. ADR - DRIVER TRAINING CLASSES			d. IMDG - DCO TRAINING CLASSES (If required by ICAO Regulation)		
e. UDGA TRAINING CLASSES			f. ADR - DCO TRAINING CLASSES		
g. RID - DCO TRAINING CLASSES			h. OTHER		
8. REMARKS					
CERTIFIED BY DGA					
9. NAME AND RANK OF "UDGA" **WDGA (Last, First, Middle Initial)			10. DATE (YYYYMMDD)	11. SIGNATURE	
				<input type="button" value="CLICK HERE TO SIGN"/>	
REVIEWED BY COMMANDER					
12. NAME, RANK AND TITLE OF INSTALLATION / WING COMMANDER (Last, First, Middle Initial)			13. DATE (YYYYMMDD)	14. SIGNATURE	
				<input type="button" value="CLICK HERE TO SIGN"/>	
*UDGA will coordinate with Unit, SQ or Group Commanders **WDGA will coordinate with Installation / Wing Commander					
USAFE FORM 60, 2021xxxx (REVERSE)					

Attachment 3

USAFE FORM 61 ACCIDENT/INCIDENT REPORT ON OCCURENCES DURING THE CARRIAGE OF DANGEROUS GOODS/HAZARDOUS WASTE

Figure A3.1. USAFE Form 61 Accident/Incident Report On Occurrences During The Carriage Of Dangerous Goods/Hazardous Waste (Front).

ACCIDENT / INCIDENT REPORT ON OCCURENCES DURING THE CARRIAGE OF DANGEROUS GOODS			1. REPORT NUMBER
2. MODE			
<input type="checkbox"/> ROAD VEHICLE REGISTRATION NUMBER <i>(optional)</i> _____	<input type="checkbox"/> RAIL WAGON / TRAIN NUMBER <i>(optional)</i> _____	<input type="checkbox"/> SEA VESSEL NUMBER <i>(optional)</i> _____	
3. DATE AND LOCATION OF OCCURANCE			
YEAR _____ MONTH _____ DAY _____ TIME _____			
ROAD	RAIL	WATER	
<input type="checkbox"/> BUILT-UP AREA <input type="checkbox"/> LOADING / UNLOADING / TRANSSHIPMENT SITE <input type="checkbox"/> OPEN ROAD LOCATION COUNTRY _____	<input type="checkbox"/> STATION <input type="checkbox"/> SHUNTING / MARSHALLING YARD <input type="checkbox"/> LOADING / UNLOADING / TRANSSHIPMENT SITE LOCATION COUNTRY _____ OR <input type="checkbox"/> OPEN LINE DESCRIPTION OF LINE _____ KILOMETERS _____	<input type="checkbox"/> BUILT-UP AREA <input type="checkbox"/> LOADING / UNLOADING / TRANSSHIPMENT SITE <input type="checkbox"/> OPEN SEA LOCATION / COORDINATES / COUNTRY _____	
4. TOPOGRAPHY			
<input type="checkbox"/> GRADIENT / INCLINE <input type="checkbox"/> TUNNEL	<input type="checkbox"/> BRIDGE / UNDERPASS <input type="checkbox"/> CROSSING	<input type="checkbox"/> OPEN FIELD <input type="checkbox"/> NEAR COAST	<input type="checkbox"/> OPEN SEA
5. PARTICULAR WEATHER CONDITIONS			
<input type="checkbox"/> RAIN <input type="checkbox"/> SNOW	<input type="checkbox"/> ICE <input type="checkbox"/> FOG	<input type="checkbox"/> THUNDERSTORM <input type="checkbox"/> STORM	TEMPERATURE _____ °C
6. DESCRIPTION OF OCCURANCE			
<input type="checkbox"/> DERAILMENT / LEAVING ROAD <input type="checkbox"/> COLLISION	<input type="checkbox"/> OVERTURNING / ROLLOVER <input type="checkbox"/> FIRE	<input type="checkbox"/> EXPOLSION <input type="checkbox"/> LOSS	<input type="checkbox"/> TECHNICAL FAULT
ADDITIONAL DESCRIPTION OF OCCURANCE			
NOTE: This report is not releasable to foreign nations			

Figure A3.2. USAFE Form 61 Accident/Incident Report On Occurrences During The Carriage Of Dangerous Goods/Hazardous Waste (Reverse).

7. DANGEROUS GOODS INVOLVED		
UN NUMBER	PROPER SHIPPING NAME (For dangerous goods assigned to collective entries to which special provision 274, ADR (Agreement Concerning the International Carriage of Dangerous Goods by Road) applies, also the technical name shall be indicated.)	
HAZARD CLASS	PACKING GROUP (if applicable)	RISK GROUP (if applicable)
ESTIMATED QUANTITY OF LOSS OF PRODUCTS (kg or l) (For Class 7, indicate values according to the criteria in 1.8.5.3 ADR)		
MEANS OF CONTAINMENT	MEANS OF CONTAINMENT MATERIAL	TYPE OF FAILURE OF MEANS OF CONTAINMENT
8. CAUSE OF OCCURRENCE (if clearly known)		
<input type="checkbox"/> FAULTY LOAD SECURING <input type="checkbox"/> OPERATIONAL CAUSE (Rail Operator) <input type="checkbox"/> OTHER (Specify)		
9. CONSEQUENCES OF OCCURRENCE		
PERSONAL INJURY IN CONNECTION WITH THE DANGEROUS GOODS INVOLVED		
<input type="checkbox"/> DEATHS _____ (Number) <input type="checkbox"/> INJURED _____ (Number)		
LOSS OF PRODUCT		
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> IMMINENT RISK OF LOSS OF PRODUCT		
MATERIAL / ENVIRONMENTAL DAMAGE		
<input type="checkbox"/> ESTIMATED LEVEL OF DAMAGE = 50,000 EUROS <input type="checkbox"/> ESTIMATED LEVEL OF DAMAGE = 50,000 EUROS		
INVOLVEMENT OF AUTHORITIES		
<input type="checkbox"/> YES <input type="checkbox"/> EVACUATION OF PERSONS FOR A DURATION OF AT LEAST THREE HOURS CAUSED BY THE DANGEROUS GOODS INVOLVED <input type="checkbox"/> NO <input type="checkbox"/> CLOSURE OF PUBLIC TRAFFIC ROUTES FOR A DURATION OF AT LEAST THREE HOURS CAUSED BY THE DANGEROUS GOODS		
<i>If necessary, the Command Dangerous Goods Advisor (DGA) or competent authority may request further relevant information</i>		
11. NAME OF UNIT OR INSTALLATION DANGEROUS GOODS ADVISOR (UDGA/IDGA) (Last, First, Middle Initial)	12. DATE (YYYYMMDD)	13. SIGNATURE

USAFE FORM 61, 2021xxx (REVERSE)

Attachment 4

**USAFE FORM 63 COMMAND DANGEROUS GOODS ADVISOR
(CDGA)/INSTALLATION DANGEROUS GOODS ADVISOR (IDGA) MONITORING
REPORT**

Figure A4.1. USAFE Form 63 Command Dangerous Goods Advisor (CDGA)/Installation Dangerous Goods Advisor (IDGA) Monitoring Report (Front).

DANGEROUS GOODS ADVISOR MONITORING REPORT			
1. ACTIVITY MONITORED (Unit and office symbol)		2. LOCATION	
3. DATE (YYYYMMDD)		4. TIME	
5. APPOINTED PERSON (Last, First, Middle Initial)		6. AVAILABLE? YES <input type="checkbox"/> NO <input type="checkbox"/>	
7. RESPONSIBLE PERSON NAME AND RANK OF UNIT COMMANDER (Last, First, Middle Initial)			
8. PROCESS / ACTIVITY MONITORED (Describe which process/activity is monitored, e.g. loading, preparation of DG, etc.)			
9. PERSONNEL CONTACTED			
NAME (Last, First, Middle Initial)		RANK	
NAME (Last, First, Middle Initial)		RANK	
DISCREPANCIES			
10. WERE DISCREPANCIES FOUND? <input type="checkbox"/> YES <input type="checkbox"/> NO			
11. DESCRIPTION (Describe discrepancy found and quote regulation governing the correct procedure. Continue on reverse if more space is needed)			
12. IS THE DISCREPANCY IMPACTING THE SAFETY OF THE MOVEMENT? <input type="checkbox"/> YES <input type="checkbox"/> NO			
13. DATE DISCREPANCY REPORTED (YYYYMMDD)		14. DISCREPANCY REPORTED TO (Unit)	
15. REMARKS (Enter recommended corrective actions or any additional information helping the unit to correct the deficiency. Continue on reverse if more space is needed.)			
16. INTERNAL FILE REFERENCE / REPORT NUMBER:			
DANGEROUS GOODS ADVISOR (IDDA / UDGA)			
17. ORGANIZATION		18. LOCATION	
19. DATE (YYYYMMDD)			
20. PRINTED NAME (Last, First, Middle Initial)		21. SIGNATURE	
NOTE: This report is not releasable to foreign nations.			

Attachment 5

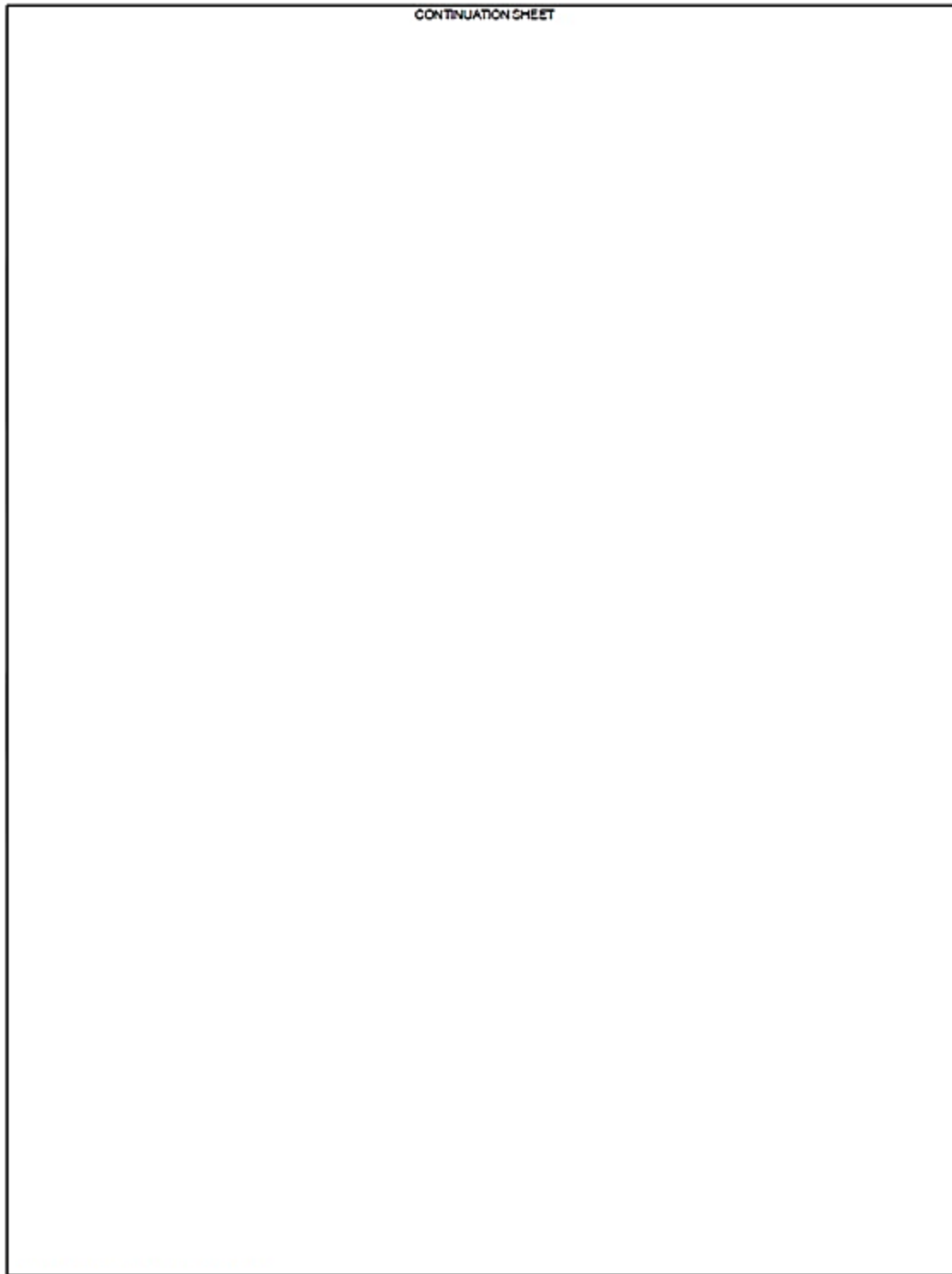
USAFE FORM 66 DANGEROUS GOODS ADVISOR (DGA) APPOINTMENT ORDER

Figure A5.1. USAFE Form 66 Dangerous Goods Advisor (DGA) Appointment Order (Front).

DANGEROUS GOODS ADVISOR (DGA) APPOINTMENT ORDER				1. SPECIAL ORDER NUMBER	
<i>Ref. USAFEI 23-104, Command Dangerous Goods Safety Program</i>					
2. NAME OF APPOINTEE (Last, First, Middle Initial)				3. RANK	
4. OFFICE SYMBOL / UNIT ADDRESS				5. DUTY PHONE	
6. IS APPOINTED AS					
<input type="checkbox"/> COMMAND DANGEROUS GOODS ADVISOR (CDGA) (MAJCOM USE ONLY) <input type="checkbox"/> INSTALLATION DANGEROUS GOODS ADVISOR (IDGA) <input type="checkbox"/> UNIT DANGEROUS GOODS ADVISOR (UDGA)					
7. TRAINING SOURCE, CERTIFICATE AND EXPIRATION DATE CERTIFYING DGA EXPERTISE					
	MODE	SOURCE	CERTIFICATE NUMBER	EXPIRATION DATE	
a.	ROAD				
b.	RAIL				
c.	SEA				
8. AREAS MONITORED					
<input type="checkbox"/> ROAD <input type="checkbox"/> RAIL <input type="checkbox"/> SEA <input type="checkbox"/> OTHER (Specify)					
9. EXPIRATION DATE OF ORDER (Enter any date before the expiration date of the certificate) (YYYYMMDD)					
10. REMARKS (Specify restrictions, i.e. area of responsibility, i.e. entire SQ or Flight; Define if appointed as Primary or Alternate. Continue on reverse if more space needed)					
APPROVING AUTHORITY					
NOTE: CDGA appointment is delegated to the USAFE AFAPRICA/A4R. IDGA appointment is delegated to the Ranking Officer at Wing Level (Installation Commander). UDGA appointment is delegated to Group or Unit Commanders. Ref. USAFEI 23-104)					
11. NAME (Last, First, Middle Initial), RANK AND TITLE OF COMMANDER			12. DATE (YYYYMMDD)	13. SIGNATURE	
				CLICK HERE TO SIGN	
ACCEPTANCE					
14. I accept the duties as <input type="checkbox"/> CDGA (MAJCOM USE ONLY) <input type="checkbox"/> IDGA <input type="checkbox"/> UDGA					
15. NAME (Last, First, Middle Initial) AND RANK OF APPOINTEE			16. DATE (YYYYMMDD)	17. SIGNATURE	
				CLICK HERE TO SIGN	

Figure A5.2. USAFE Form 66 Dangerous Goods Advisor (DGA) Appointment Order (Reverse).

CONTINUATION SHEET



Attachment 6

USAFE FORM 67 CERTIFYING OFFICIAL (DCO) FOR DANGEROUS GOODS MOVEMENTS APPOINTMENT ORDER-MODE SURFACE

Figure A6.1. USAFE Form 67 Certifying Official (DCO) For Dangerous Goods Movements Appointment Order-Mode Surface (Front).

CERTIFYING OFFICIAL (DCO) FOR DANGEROUS GOODS MOVEMENTS APPOINTMENT ORDER - MODE SURFACE				
<i>Ref: USAFEI23-104; Command Dangerous Goods Safety Program</i>				
1. APPOINTMENT IS VALID FOR <input type="checkbox"/> ROAD <input type="checkbox"/> RAIL <input type="checkbox"/> SEA <input type="checkbox"/> INLAND WATER <input type="checkbox"/> OTHER (Spec #) _____			2. SPECIAL ORDER NUMBER	
3. NAME OF APPOINTEE (Last, First, Middle Initial)			4. RANK	
5. OFFICE SYMBOL /UNIT ADDRESS			6. DUTY PHONE	
7. APPOINTMENT <input type="checkbox"/> <i>Is appointed as certifying official for dangerous goods and hazardous waste movements for the mode described in block 8 below. Certification will be in accordance with DOD and host nation regulations. See block 10 for further details.</i>				
8. TRAINING SOURCE, CERTIFICATE AND EXPIRATION DATE CERTIFYING EXPERTISE OF APPOINTEE				
	MODE	TRAINING SOURCE	CERTIFICATE NUMBER	EXPIRATION DATE
a.	ROAD			
b.	RAIL			
c.	SEA			
9. THIS APPOINTMENT ORDER EXPIRES ON THE (YYYYMMDD) _____				
10. REMARKS (Specify restrictions, i.e. only for specific hazard classes as a technical expert. Continue on reverse if more space is needed.)				
APPROVING AUTHORITY				
11. NAME, RANK AND TITLE OF COMMANDER (Last, First, Middle Initial)		12. DATE (YYYYMMDD)	13. SIGNATURE CLICK HERE TO SIGN	
ACCEPTANCE				
14. <i>I accept the duties as DGCD for dangerous goods movements.</i>				
15. NAME AND RANK OF APPOINTEE		16. DATE (YYYYMMDD)	17. SIGNATURE CLICK HERE TO SIGN	

Figure A6.2. USAFE Form 67 Certifying Official (DCO) For Dangerous Goods Movements Appointment Order–Mode Surface (Reverse).

CONTINUATION SHEET	

Attachment 7

USAFE FORM 68 CERTIFICATE OF APPROVAL FOR VEHICLES CARRYING CERTAIN DANGEROUS GOODS

Figure A7.1. USAFE Form 68 Certificate Of Approval For Vehicles Carrying Certain Dangerous Goods (Front).

CERTIFICATE OF APPROVAL FOR VEHICLES CARRYING CERTAIN DANGEROUS GOODS <small>This certificate testifies that the vehicle specified below fulfills the conditions prescribed by the European Agreement concerning the International Carriage of Dangerous Goods by Road (ADR).</small>			
1. Certificate No.:	2. Vehicle manufacturer	3. Vehicle Identification No.:	4. Registration number (if any):
5. Name and business address of carrier, operator or owner:			
6. Description of vehicle: ¹			
7. Vehicle designation(s) according to 9.1.1.2 of ADR: ² EXII EXIII FL AT MEMU			
8. Endurance braking system: ³ <input type="checkbox"/> Not Applicable <input type="checkbox"/> The effectiveness according to 9.2.3.1.2 of ADR is sufficient for a total mass of the transport unit of _____ ⁴			
9. Description of the fixed tank(s)/battery-vehicle (if any):			
9.1. Manufacturer of the tank:			
9.2. Approval number of the tank/battery-vehicle:			
9.3. Tank manufacturer's serial number/identification of elements of battery-vehicle:			
9.4. Year of manufacture:			
9.5. Tank code according to 4.3.3.1 or 4.3.4.1 of ADR:			
9.6. Special provisions TC and TE according to 6.8.4 of ADR (if applicable) ⁵			
10. Dangerous goods authorized for carriage: <small>The vehicle fulfills the conditions required for the carriage of dangerous goods assigned to the vehicle designation(s) in No. 7.</small>			
10.1. In the case of an EXVII or EXIII vehicle <input type="checkbox"/> goods of Class 1 including compatibility group J <input type="checkbox"/> goods of Class 1 excluding compatibility group J			
10.2. In the case of a tank-vehicle/battery-vehicle <input type="checkbox"/> only the substances permitted under the tank code and any special provisions specified in No. 9 may be carried ⁵ or <input type="checkbox"/> only the following substances (Class, UN number, and if necessary packing group and proper shipping name) may be carried:			
<small>Only substances which are not liable to react dangerously with the materials of the shell, gaskets, equipment and protective linings (if applicable) may be carried.</small>			
11. Remarks:			
12. Note: Concerning tanks vehicles: The tank built IAW DOT 406 specifications complies to Paragraph 35c, Chapter 3, Nr 2 of GGVSEB and following the changes incorporated since 17 March 2017 formerly Exemption 14 (S) GGAV Betreff Tank Fahrzeuge: Tank entspricht Paragraph 35c Abs.3 Nr 2 GGVSEB LdF.d.A.v. 17.3.2017 ehemals Ausnahme 14 (S) GGAV			
13. Valid until:			
Stamp of issuing service _____ Place _____ Date _____ Signature _____			
<small>1. According to the definitions for power-driven vehicles and for trailers of categories N and O as defined in Annex 7 of the Consolidated Resolution on the Construction of Vehicles (R.E.3) or in Directive 97/27/EC. 2. Strike out what is not appropriate. 3. Mark the appropriate. 4. Enter appropriate value. A value of 44t will not limit the "registration in-service maximum permissible mass" indicated in the registration document(s). 5. Substances assigned to the tank code specified in No. 9 or to another tank code permitted under the hierarchy in 4.3.3.1.2 or 4.3.4.1.2, taking account of the special provision(s) if any. 6. Not required 6 when the authorized substances are listed in No. 10.2.</small>			

Figure A7.2. USAFE Form 68 Certificate Of Approval For Vehicles Carrying Certain Dangerous Goods (Reverse).

13. Extensions of validity			
Validity extended until			
	Place	Date	Signature
Validity extended until			
	Place	Date	Signature
Validity extended until			
	Place	Date	Signature
Validity extended until			
	Place	Date	Signature
Validity extended until			
	Place	Date	Signature
Validity extended until			
	Place	Date	Signature
Validity extended until			
	Place	Date	Signature
Validity extended until			
	Place	Date	Signature
Validity extended until			
	Place	Date	Signature
Validity extended until			
	Place	Date	Signature
Validity extended until			
	Place	Date	Signature
Validity extended until			
	Place	Date	Signature

NOTE: This certificate shall be returned to the issuing service when the vehicle is taken out of service; if the vehicle is transferred to another carrier, operator or owner, as specified in No. 6; on expiry of the validity of the certificate; and if there is a material change in one or more essential characteristics of the vehicle.

Attachment 8

USAFE FORM 69 VEHICLE INSPECTION CHECKLIST–PRE-REQUISITE FOR THE ADR INSPECTION

Figure A8.1. USAFE Form 69 Vehicle Inspection Checklist–Pre-Requisite For The ADR Inspection (Front).


VEHICLE INSPECTION CHECKLIST - PRE-REQUISITE FOR THE ADR INSPECTION									
Article I. Customer:					Article II. Inspection certificate No.:				
Article III. Vehicle manufacturer:					Article IV. Vehicle-Type:				
Article V. Chassis no.:					Article VI. Registration No.:				
Article VII. Mileage:									
Inspections	OK	Not OK	Inspections	OK	Not OK	Inspections	OK	Not OK	
Frame, basic parts	<input type="checkbox"/>	<input type="checkbox"/>	Steering	<input type="checkbox"/>	<input type="checkbox"/>	Brake cylinder	<input type="checkbox"/>	<input type="checkbox"/>	
a) Lateral under ride guard	<input type="checkbox"/>	<input type="checkbox"/>	Steering gear	<input type="checkbox"/>	<input type="checkbox"/>	Brake drums / disks	<input type="checkbox"/>	<input type="checkbox"/>	
Rear under ride guard	<input type="checkbox"/>	<input type="checkbox"/>	Steering joints / disks	<input type="checkbox"/>	<input type="checkbox"/>	Brake linings / pads	<input type="checkbox"/>	<input type="checkbox"/>	
Front axle / axle housing	<input type="checkbox"/>	<input type="checkbox"/>	Steering boogie	<input type="checkbox"/>	<input type="checkbox"/>	Brake cams / shafts	<input type="checkbox"/>	<input type="checkbox"/>	
Front axle, axle tie rod	<input type="checkbox"/>	<input type="checkbox"/>	Steering pitman arm	<input type="checkbox"/>	<input type="checkbox"/>	Coupling halves	<input type="checkbox"/>	<input type="checkbox"/>	
Front axle, axle springs	<input type="checkbox"/>	<input type="checkbox"/>	Steering linkage / rope	<input type="checkbox"/>	<input type="checkbox"/>	ALB Plate	<input type="checkbox"/>	<input type="checkbox"/>	
Front axle, stabilizer bar	<input type="checkbox"/>	<input type="checkbox"/>	Steering assistance	<input type="checkbox"/>	<input type="checkbox"/>	Brake booster / valves	<input type="checkbox"/>	<input type="checkbox"/>	
Front axle, shock absorber	<input type="checkbox"/>	<input type="checkbox"/>	Auxiliary steering	<input type="checkbox"/>	<input type="checkbox"/>	Air reservoir	<input type="checkbox"/>	<input type="checkbox"/>	
Front axle, wheel bearing	<input type="checkbox"/>	<input type="checkbox"/>	Steering damper	<input type="checkbox"/>	<input type="checkbox"/>	Test connections	<input type="checkbox"/>	<input type="checkbox"/>	
Rear axle, axle housing	<input type="checkbox"/>	<input type="checkbox"/>	Wheels	<input type="checkbox"/>	<input type="checkbox"/>	Antilock device	<input type="checkbox"/>	<input type="checkbox"/>	
Rear axle, axle suspension	<input type="checkbox"/>	<input type="checkbox"/>	Exhaust system	<input type="checkbox"/>	<input type="checkbox"/>	Brake system - Function test	<input type="checkbox"/>	<input type="checkbox"/>	
Rear axle, axle leaf springs	<input type="checkbox"/>	<input type="checkbox"/>	Brake system - Visual inspection	<input type="checkbox"/>	<input type="checkbox"/>	Service brake	<input type="checkbox"/>	<input type="checkbox"/>	
Rear axle, stabilizer bar	<input type="checkbox"/>	<input type="checkbox"/>	Service brake actuating device	<input type="checkbox"/>	<input type="checkbox"/>	Emergency brake system	<input type="checkbox"/>	<input type="checkbox"/>	
Rear axle, shock absorber	<input type="checkbox"/>	<input type="checkbox"/>	Parking brake actuating device	<input type="checkbox"/>	<input type="checkbox"/>	Parking brake system	<input type="checkbox"/>	<input type="checkbox"/>	
Rear axle, wheel bearing	<input type="checkbox"/>	<input type="checkbox"/>	Brake control cable	<input type="checkbox"/>	<input type="checkbox"/>	Release valve at the trailer	<input type="checkbox"/>	<input type="checkbox"/>	
Engine / Drive (Clutch, shifting)	<input type="checkbox"/>	<input type="checkbox"/>	Brake linkage / brake joints	<input type="checkbox"/>	<input type="checkbox"/>	Brake power testing	<input type="checkbox"/>	<input type="checkbox"/>	
Trailer coupling / fifth wheel	<input type="checkbox"/>	<input type="checkbox"/>	Wheels	<input type="checkbox"/>	<input type="checkbox"/>	Service brake - front	<input type="checkbox"/>	<input type="checkbox"/>	
Towing device	<input type="checkbox"/>	<input type="checkbox"/>	Brake pipes	<input type="checkbox"/>	<input type="checkbox"/>	Service brake - rear	<input type="checkbox"/>	<input type="checkbox"/>	
Vehicle body	<input type="checkbox"/>	<input type="checkbox"/>	Brake hoses	<input type="checkbox"/>	<input type="checkbox"/>				
Brake Values									
Axis	Brake pressure	Brake force	Average retardation			Braking retardation			
1	bar	daN			m/s ²				
2	bar	daN			m/s ²				
3	bar	daN			m/s ²				
4	bar	daN			m/s ²				
Test weight:		kg							
Inspection Date:			Stamp, signature of authorized vehicle inspector 						
Date for the next safety inspection:									
Remarks:									

Figure A8.2. USAFE Form 69 Vehicle Inspection Checklist–Pre-Requisite For The ADR Inspection (Reverse).

Specific ADR requirements									
Inspections	OK	Not OK	Inspections	OK	Not OK	Inspections	OK	Not OK	
Rear protection (Tank vehicle)	<input type="checkbox"/>	<input type="checkbox"/>	Permanently energized circuits	<input type="checkbox"/>	<input type="checkbox"/>	Fire extinguishing equipment	<input type="checkbox"/>	<input type="checkbox"/>	
Prevention of heating / Ignition	<input type="checkbox"/>	<input type="checkbox"/>	Electrical circuits behind cab.	<input type="checkbox"/>	<input type="checkbox"/>	Numbers	<input type="checkbox"/>	<input type="checkbox"/>	
Engine	<input type="checkbox"/>	<input type="checkbox"/>	Electrical system	<input type="checkbox"/>	<input type="checkbox"/>	Weather protection	<input type="checkbox"/>	<input type="checkbox"/>	
Exhaust System	<input type="checkbox"/>	<input type="checkbox"/>	Coupling devices of trailers	<input type="checkbox"/>	<input type="checkbox"/>	Filled with a seal	<input type="checkbox"/>	<input type="checkbox"/>	
Fuel tank	<input type="checkbox"/>	<input type="checkbox"/>	Tank	<input type="checkbox"/>	<input type="checkbox"/>	Date of the next inspection	<input type="checkbox"/>	<input type="checkbox"/>	
Endurance brake, thermal shield	<input type="checkbox"/>	<input type="checkbox"/>	Tank examination certificate	<input type="checkbox"/>	<input type="checkbox"/>	Orange warning plates	<input type="checkbox"/>	<input type="checkbox"/>	
Combustion heaters	<input type="checkbox"/>	<input type="checkbox"/>	Operator identification	<input type="checkbox"/>	<input type="checkbox"/>				
Combustion heaters, load compartment	<input type="checkbox"/>	<input type="checkbox"/>	Data plate	<input type="checkbox"/>	<input type="checkbox"/>				
Driver cab., construction material	<input type="checkbox"/>	<input type="checkbox"/>	Tank skin / shell	<input type="checkbox"/>	<input type="checkbox"/>				
Driver cab., thermal shield	<input type="checkbox"/>	<input type="checkbox"/>	Tank equipment	<input type="checkbox"/>	<input type="checkbox"/>				
Anti-lock braking system	<input type="checkbox"/>	<input type="checkbox"/>	Tank mountings	<input type="checkbox"/>	<input type="checkbox"/>	Other equipment	<input type="checkbox"/>	<input type="checkbox"/>	
Endurance brake	<input type="checkbox"/>	<input type="checkbox"/>	Grounding of tanks and symbol	<input type="checkbox"/>	<input type="checkbox"/>	Wheel chocks	<input type="checkbox"/>	<input type="checkbox"/>	
Emergency braking system (trailer)	<input type="checkbox"/>	<input type="checkbox"/>	Tank vehicle stability	<input type="checkbox"/>	<input type="checkbox"/>	Warning signs	<input type="checkbox"/>	<input type="checkbox"/>	
Speed limitation device	<input type="checkbox"/>	<input type="checkbox"/>	Lateral stability	<input type="checkbox"/>	<input type="checkbox"/>	2 reflective cones	<input type="checkbox"/>	<input type="checkbox"/>	
Electric system	<input type="checkbox"/>	<input type="checkbox"/>	Vehicle chassis (EX II u. EX III)	<input type="checkbox"/>	<input type="checkbox"/>	2 warning triangles	<input type="checkbox"/>	<input type="checkbox"/>	
Wiring (mech. & therm. protection)	<input type="checkbox"/>	<input type="checkbox"/>	Closed or sheathed	<input type="checkbox"/>	<input type="checkbox"/>	2 flashing warning lights	<input type="checkbox"/>	<input type="checkbox"/>	
Battery master switch	<input type="checkbox"/>	<input type="checkbox"/>	Lockable doors, rigid covers.	<input type="checkbox"/>	<input type="checkbox"/>	Warning vest	<input type="checkbox"/>	<input type="checkbox"/>	
Casing battery master switch	<input type="checkbox"/>	<input type="checkbox"/>	Cab and compartment separated	<input type="checkbox"/>	<input type="checkbox"/>	Hand lamp	<input type="checkbox"/>	<input type="checkbox"/>	
Batteries	<input type="checkbox"/>	<input type="checkbox"/>	Engine (Diesel)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	

Checklist reviewed by: Click to sign

Date:

Printed Name

Stamp of COPG Engineering Office

Remarks:

Attachment 9

DANGEROUS GOODS TRANSPORT DOCUMENT

Figure A9.1. Dangerous Goods Transport Document (Front).

F/Mov 1042 (Rev 10/21 e-version)		DANGEROUS GOODS NOTE				Ministry of Defence	
1. Consignor:		2. Transport Document Reference:		4. Consignor's reference:			
		Customs reference:		5. Freight Forwarder's reference:			
		3. Page of					
6. Consignee:		Via Points:		7. Shipper		Cargo agent	
				Carrier		Shipping line	
10. Vessel:		11. Port of Loading:		I hereby declare that the contents of this consignment are fully and accurately described below by the proper shipping name, and are classified, packaged, marked and labelled/labelled and are in all respects in proper condition for transport according to the applicable international and national governmental regulations. The consignor must complete and sign Box 22.			
12. Port of Discharge:		13. Destination:					
				9. Additional handling information/Freight forwarder:			
14. Description of goods; Number and type of packages: UN No, Proper Shipping Name, Hazard Class/Division, Additional information (see overleaf)		TC	Net Quantity of NEM (kg/L)	Hazard Units Red & Red only	Gross Mass (kg)	Cube (m ³) if required	
15. Container identification number/ vehicle registration number:		16. Seal number(s):		17. Container/vehicle size & type:		Total (kg/L)	Total Hazard Units
						Total (kg)	Total (m ³)
20. CONTAINER/VEHICLE PACKING CERTIFICATE (see overleaf)							
I hereby declare that the goods described above have been packed/loaded into the container/vehicle identified above in accordance with 6.4.2 of the modal regulations MUST BE COMPLETED AND SIGNED FOR ALL CONTAINER/VEHICLE LOADS BY THE PERSON RESPONSIBLE FOR PACKING/LOADING		Unit or company title:		18. Tare Weight (kg)		19. Total gross mass (including tare)	
		Name, rank & status of declarant: -					
		Place and date: -					
		Signature of declarant:					
21. DOCK/TERMINAL RECEIPT				22. CONSIGNOR'S DECLARATION (see overleaf)			
HAULIERS DETAILS		RECEIVING AUTHORITY REMARKS		Tel No: Unit:			
Haulier's Name:		Received the above number of packages/containers/trailers in apparent good order and condition unless stated herein.		Name, rank & status of declarant: -			
Vehicle Reg No:				Place & date: -			
Driver's Signature:				Signature of declarant:			

(Text amended 2021) This form does NOT have to be printed in red

Figure A9.2. Dangerous Goods Transport Document (Reverse).

ADDITIONAL INFORMATION (Box 14) - Description of goods; Number and type of packages

In addition to UN Number, proper shipping name and hazard Class/Division the following:

Must appear where applicable:

1. Subsidiary Hazard (in brackets)
2. Packing Group
3. Tunnel Code (in brackets)
4. "Salvage Packaging" after the description
5. "Empty, Uncleaned" or "Residue, Last Contained" for packages
6. "Empty Tank-Vehicle, Last Load:" for Tank Vehicles
7. "Waste"
8. "Environmentally Hazardous" (ADR, RID or ADN) and/or "Marine Pollutant" (IMDG Code)
9. Minimum closed cup (cc) flashpoint if 60°C or less (IMDG Code)

Additional information is required for:

10. Substances and articles in Classes 1 and 2
11. Certain substances in Classes 4.1 and 5.2
12. Infectious substances (Class 6.2)
13. Radioactive materials (Class 7)
14. Gas Cylinders, IBCs or Tanks that are out of inspection
15. Dangerous goods in limited quantities (IMDG Code)
16. Dangerous goods in excepted quantities (IMDG Code)
17. Viscous dangerous goods (IMDG Code)

HAZARD UNITS**Applicable to road and rail only:**

Smaller dangerous goods loads are exempt from a number of the regulatory provisions, providing they do not exceed the threshold. If the load contains dangerous goods of only one Transport Category (TC) the threshold limits are:

TC 0 - Any amount - Full provisions always apply	TC 4 - Unlimited quantities - Limited provisions apply (see below)
TC 1 - 20kg/L *	TC 2 - 333kg/L
	TC 3 - 1000kg/L

* Certain Class 1 items and gases have a threshold of 50kg, see DGM - current edition Chapter 1.1 Annex A - Note a.

In the UK only, Class 1 commodities have two additional TCs (DGM - current edition Chapter 1.1 Annex A):

TC 1A - 50kg NEM	TC 2A - 500kg NEM
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Where a load consists of more than one TC, the quantities of the goods are converted into Hazard Units (HU). The HU is determined by multiplying the total quantity (kg/L) for each TC by a prescribed Multiplier, as follows:

TC 1 x 50	TC 2 x 3	TC 3 x 1	TC 4 x 0	TC 1A x 20	TC 2A x 2
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When added together, if the total for the load exceeds 1000HU then the load exceeds the threshold and full regulatory provisions apply.

For loads that do not exceed the threshold, only the following carriage provisions apply:

1. A Transport Document is required (this also applies for loads exceeding the threshold);
2. Driver must be at least DG driver awareness trained for the classes carried (ie does not require an ADR Driver Certificate);
3. The minimum of a 2kg dry powder (or equivalent) fire extinguisher to be installed on the vehicle (must meet all requirements);
4. Smoking is prohibited and no portable lighting apparatus with any metal surface liable to produce sparks is permitted; and
5. For Class 1, some additional requirements may apply relating to parking, supervision and attendants

Box 7 is to indicate who has completed the Notice of Entry into a Harbour Area as required by DGHAR 2016 Reg 6.

CONTAINER/VEHICLE PACKING CERTIFICATE

Box 20 to be completed and signed by a person trained to take responsibility for stuffing/loading or supervising the stuffing/loading of the container/vehicle

To confirm that:

1. Boxes 15-19 completed where appropriate;
2. The container/vehicle was clean, dry and apparently fit to receive the goods;
3. Packages requiring segregation have not been stuffed/packed together, unless authorised by the Competent Authority;
4. All packages have been externally inspected for damage and only sound packages loaded;
5. Drums have been stowed in an upright position, unless otherwise authorised by the Competent Authority, and where necessary adequately braced with securing material suitable for the mode of transport;
6. Goods loaded in bulk have been evenly distributed in the container/vehicle;
7. For goods of Class 1, other than division 1.4, the container is structurally serviceable conforming to IMDG Code 7.1.2;
8. Packages and container/vehicle have been properly marked, labelled and placarded, as appropriate;
9. When solid carbon dioxide (CO₂ - dry ice) is used for cooling, the container/vehicle is externally marked in accordance with ADR & IMDG Code 5.5.3.6; and
10. A dangerous goods transport document, as indicated in 5.4.1 of the IMDG Code has been received for each dangerous goods consignment loaded in the container/vehicle.

CONSIGNOR'S DECLARATION (Box 22)

In signing the declaration the consignor is confirming that, in accordance with current regulatory texts:

1. Dangerous goods as presented may be carried;
2. The goods and any packaging, intermediate bulk container or tank in which they are contained are in a fit condition for carriage, and are properly labelled; and
3. Regulations concerning mixed packing have been observed.

(Text amended 2021)

Attachment 10**STEP BY STEP GUIDE TO COMPLETE A DANGEROUS GOODS TRANSPORT DOCUMENT**

A10.1. The following information is a guide to completing the Dangerous Goods Transport Document shown in Attachment Nine. Although there is no set format for the Dangerous Goods Transport Document, this form is strongly recommended for use when consigning dangerous goods by surface. (The guide below does not alleviate the requirement to use the relevant dangerous goods regulations to complete the form)

A10.1.1. Box 1: Consignor: The address of the Unit sending the consignment.

A10.1.2. Box 2: Transport Document Reference: A reference such as the Transport Control Number (TCN).or Airway Bill (AWB) reference.

A10.1.3. Box 3: Page: The number of pages to the Dangerous Goods Transport Document, such as, 1 of 1 or, 1 of 2, 2 of 2.

A10.1.4. Box 4: Consignors Reference: Any reference the consignor may have for the consignment.

A10.1.5. Box 5: Freight Forwarders Reference: Any reference that may be used by the freight forwarder.

A10.1.6. Box 6: Consignee: The address of the Unit receiving the consignment.

A10.1.7. Box 7: Names of the Shipper, Cargo Agent, Carrier, Shipping Line, as applicable.

A10.1.8. Box 8: Declaration text for the signatory of box 22, Consignor's Declaration.

A10.1.9. Box 9: Additional Handling Information/Freight Forwarder: Information may be entered such as, keep out of sunlight.

A10.1.10. Box 10: Vessel: The name of the vessel if the journey involves sea transportation.

A10.1.11. Box 11: Port of Loading: The name of the port where the consignment will be loaded on to a ship, if the journey involves sea transportation.

A10.1.12. Box 12: Port of Discharge: The name of the port where the consignment will be offloaded from a ship, if the journey involves sea transportation.

A10.1.13. Box 13: Destination: The end destination of the consignment, this may be a shortened version of the information in box 6.

A10.1.14. Box 14: Description of Goods; Number and type of packages: The following information is required, when applicable:

A10.1.14.1. UN Number.

A10.1.14.2. Proper Shipping Name.

A10.1.14.3. Hazard Class/Division, including any subsidiary hazards, and for Class 1 the Compatibility Group (e.g. 1.1A, 1.4S).

A10.1.14.4. Packing Group, where assigned.

A10.1.14.5. The Tunnel Restriction Code

A10.1.14.6. The number and a description of the packages when applicable (e.g. 4 x boxes (4G), 1 x drum (1A1)).

A10.1.14.7. The Flashpoint of any flammable liquids, including any subsidiary hazards of Class 3. Flashpoint only required for a journey involving sea transportation.

A10.1.14.8. The statement “Marine Pollutant” as required in accordance with the IMDG Code for any journey involving sea transportation.

A10.1.14.9. The statement “Limited Quantity” or “LTD QTY” as required in accordance with the IMDG Code for any journey involving sea transportation.

A10.1.14.10. The EmS code may be entered in accordance with the IMDG Code for any journey involving sea transportation.

A10.1.14.11. Transport Category column (TC): The transport category of the dangerous goods listed, as per the ADR List of Dangerous Goods, column 15.

A10.1.14.12. Net Quantity or NEM column: The net quantity of dangerous goods for each listed entry. The net quantity will be entered in either kilograms or liters. For UN Class 1 explosives/munitions this will be the Net Explosive Mass/Quantity/Weight.

A10.1.14.13. Hazard Units column: For single TC loads on a transport unit, this is the net quantity amount to identify if the threshold limit, in accordance with ADR 1.1.3.6.3, is exceeded. For multiple TCs loads on a transport unit, this is to identify if the sum of net quantities in accordance with ADR 1.1.3.6.4, is exceeded.

A10.1.14.14. Gross Mass column: This is the gross mass of the consignments listed.

A10.1.14.15. Cube (m³) column: This is the cubic capacity of each consignment listed (optional use). Cubic capacity is the sum of length x width x depth (e.g. a consignment is 2 meters long, 1 meter wide and 80 centimeters deep (2 x 1 x 0.8 = 1.6) 1.6 m³).

A10.1.15. Box 15: Container identification number/vehicle registration number: The container serial number and/or the vehicle registration number.

A10.1.16. Box 16: Seal number(s): The serial numbers of security seals that are used to secure containers or vehicles.

A10.1.17. Box 17: Container/vehicle size & type: E.g. 20’ skyvan container. Cab + 40’ flatbed/curtain sider.

A10.1.18. Box 18: Tare Weight (kg): The tare weight of a container, before it is loaded.

A10.1.19. Box 19: Total gross mass (including tare): The combined weight of the container plus the load it contains.

A10.1.20. Box 20: Container/Vehicle Packing Certificate: Details and signature of the individual responsible for the loading/packing of the vehicle/container. (See the reverse of the form for more details)

A10.1.21. Box 21: Transporter Information: The Carrier’s vehicle and driver details.

A10.1.22. Box 22: Consignor’s Declaration: The details and signature of the consignor accepting responsibility for the consignments listed. (See the reverse of the form for more details).

Attachment 11**DOCUMENT ARCHIVING**

A11.1. The following list of documents must be archived for a minimum of 5 years, unless another regulation states they must be archived for longer. The documents can be archived as hard copies, or electronically using a suitable drive which can be accessed by other participants within the Unit Dangerous Goods Program, such as the S Drive, the MICT Checklist or the IDGA SharePoint site.

A11.2. List of Documents:

A11.2.1. Individual Training Certificates

A11.2.2. USAFE Form 66 and 67 Appointment Orders

A11.2.3. High Consequence Dangerous Goods Security Plan

A11.2.4. Dangerous Goods Transport Documents

A11.2.5. A Master List of Trained Personnel in accordance with [Chapter 6](#)

A11.2.6. Competent Authority Approvals/Competent Authority Documents

A11.2.7. Completed Checklists

A11.2.8. USAFE Form 60 Dangerous Goods Annual Report

A11.2.9. USAFE Form 61 Accident/Incident Report

A11.2.10. USAFE Form 63 Monitoring Report

A11.2.11. USAFE Form 68 Certificate of Approval for Vehicles Carrying Certain Dangerous Goods

A11.2.12. Tank Test Certificates

A11.2.13. Tank Cleaning Certificates

A11.2.14. Evidence of Commander Briefs