



European Communities (Carriage of Dangerous Goods by Road and use of Transportable Pressure Equipment) Regulations

Guidance on the appointment and duties of a dangerous goods safety adviser (DGSA)

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1. Introduction

The European Agreement Concerning the International Carriage of Dangerous Goods by Road ([ADR](#)) is given effect in Ireland by national legislation, the European Communities (Carriage of Dangerous Goods by Road and use of Transportable Pressure Equipment) [Regulations 2011](#), as amended.

Regulation 8(8) provides that an undertaking must comply with the requirement to appoint a safety adviser as specified in Section 1.8.3 of the ADR.

The requirement to appoint a dangerous goods safety adviser (DGSA) first came into effect in Ireland in January 2001 under [Council Directive 96/35/EC](#). This directive was repealed by [Directive 2008/68/2008](#) on the inland transport of dangerous goods, which refers directly to the ADR in its annexes.

A DGSA has specific duties which are listed in the ADR and which will be detailed in this document. The main function of a DGSA is to help control the risks inherent in the transport of dangerous goods with regard to persons, property and the environment.

The duties of those who accept the appointment of DGSA for an undertaking are **mandatory**. A DGSA or employer does not have the discretion to “cherry pick” the duties or roles which they must observe and fulfil. The role of a DGSA is such that fulfilling the responsibilities as detailed in the ADR attracts a legal **duty of care** for the DGSA.

This guidance should be read in conjunction with the HSA publication entitled '[ADR - A Guide for Business](#)', which provides a summary of the provisions of the ADR and endeavours to make such provisions more accessible to undertakings that may not have the services of a DGSA.

2. Guidance for undertakings - who must appoint a dangerous goods safety adviser?

This guidance aims to provide some assistance to each undertaking whose activities include the carriage, or the related packing, loading, filling or unloading of dangerous goods, in determining whether or not they must **formally appoint a DGSA**. It is important to be aware that there are circumstances where the level of activity and the risks associated with that activity are deemed to be low, and in such cases you may not be required to formally appoint a DGSA. However, if you are involved in the carriage of dangerous goods at any level, you will most likely still require guidance from a DGSA from time to time.

Relevant undertakings include those who:

- consign dangerous goods for carriage by road (consignors),
- are involved in the loading, packing, filling or unloading of dangerous goods (loaders, packers, fillers, unloaders, consignees), and
- are operators of road vehicles (carriers).

It is important to note that under our national regulations the use of the phrase “carriage of dangerous goods by road” means any road transport operation performed by a vehicle wholly or partly on public roads, including the activity of loading and unloading, packing and filling, covered by the ADR, but does not include transport wholly performed within the perimeter of an enclosed area not open to the public.

Note also that a regulatory body or competent authority in any of the EU or non-EU member states who are signatories to the ADR may require the identity of the DGSA acting for an undertaking. It is your duty as an undertaking involved in the carriage of dangerous goods, or as an appointed DGSA, to comply in a timely fashion with any lawful request of any such regulatory body.

2.1 Are there exemptions?

There are instances where you may not be required to appoint a DGSA, for example, where the amounts of dangerous goods handled by your undertaking are so small or are so infrequently consigned, that the appointment of a DGSA would be unreasonable, or where you structure your operation so as to avail of the exemptions permitted in the ADR, such as the exemption under ADR 1.1.3.6 known colloquially as the ‘load limit exemption’.

The assessment of whether or not you are required to legally appoint a DGSA should be carried out by a competent person and should be **documented**. Your particular circumstances should be reviewed periodically to ensure that the initial assumptions and criteria are still valid and applicable.

Specifically, in accordance with ADR 1.8.3 the Health and Safety Authority (HSA) has deemed that you may not be legally required to appoint a DGSA if your activities with respect to the carriage of dangerous goods are limited to any of the following:

- Activities concerning the carriage of dangerous goods in means of transport (vehicles, wagons or vessels) under the responsibility of the armed forces.
- Activities which concern the carriage of **packaged goods** in each transport unit that are below the quantity limits referred to in ADR 1.1.3.6 (load limit or small load exemption), ADR 1.7.1.4 (certain radioactive materials), ADR 2.2.62.1.5 (exempt infectious substances), ADR 3.3 (special provisions), ADR 3.4 (packaged goods in limited quantities), or ADR 3.5 (packaged goods in excepted quantities).
- Activities which meet all three of the following criteria:
 1. Your **main or secondary activity** is not the carriage by road, or the related packing, filling, loading or unloading of dangerous goods,
 2. You are only **occasionally** involved in the transport of dangerous goods, for example in the region of only one transport operation per month,
 3. Your activities involving the carriage of dangerous goods do not create a **significant risk** to the health and safety of persons or to the environment.

Examples of activities where the appointment of a DGSA would not be required:

- A construction company, who may **occasionally** carry dangerous goods from one site to another or who may collect dangerous goods (for example, fuel carried in drums or jerricans) from a supplier and carry the goods to a construction site – here the carriage of the dangerous goods would **not be regarded as a main or secondary activity**.
- Undertakings (consignees) which unload at the final destination and where such activities are considered not to affect transport safety ¹ and thus **not to create significant risk** – for example, supermarkets receiving dangerous goods for retail supply, or petrol station operators receiving fuel supplies where the responsibility for unloading of the fuel lies with the carrier.

Examples of activities where the appointment of a DGSA would be required:

- The activities of ‘carriers’ of dangerous goods such as logistics companies, freight forwarders, vehicle/fleet operators and courier companies – such undertakings must consider that their **main or secondary activity** is the carriage of dangerous goods
- The carriage of dangerous goods in **tanks** or in **bulk** - such activities are always considered to pose **significant risk**.

¹ For information - the European Commission carried out an assessment on the applicability of the original ‘safety adviser’ Directive 96/35/EC. Following this assessment it was determined in a document published in 2000, that when an undertaking is involved in the loading and/or unloading of dangerous goods, such an undertaking is required to appoint a DGSA only when such operations are considered **to affect transport safety**. European Commission Document E/3/EMM/mh D(2000) 0188-00 on the interpretation of the scope of Directive 96/35/EC is appended to UK Department of Transport Guidance Note [Number 25](#) on the interpretation of ‘transport related unloading’.

2.2 How to assess your activities and your risk?

In order to assess “significant risk” as referred to in section 2.1 above, you will need to consider both the type of dangerous goods and the amounts being carried.

To help make this assessment you may be guided by the transport category assigned to the dangerous goods and the quantities specified in column (3) of the table in ADR 1.1.3.6.3 (reproduced in Appendix 1).

The HSA has deemed that the carriage by road of the quantities of dangerous goods in packages (including receptacles for gases and articles) below the thresholds indicated in Table 1 will not create “significant risk” to the health and safety of persons or to the environment.

Table 1

Transport Category of the dangerous goods	Upper limit (litres, kg, or water capacity for pressure receptacles)
0	0
1	20
2	333
3	1500
4	No upper limit

Dangerous goods in transport categories 0, 1 and 2 are always considered to create a significant risk in quantities above the threshold indicated in column 3 of ADR 1.1.3.6.3 (Appendix 1) and thus a DGSA would need to be formally appointed.

However, the HSA has determined that dangerous goods in transport category 3 are considered to create a significant risk in quantities above a threshold value of 1500 litres, kg or water capacity for pressure receptacles.

Important note for calculating mixed loads of dangerous goods

Where mixed loads of dangerous goods belonging to different transport categories are carried in the same transport unit/vehicle, there is a maximum threshold of a calculated value of “1000” units which must not be surpassed for the purposes of applying the “load limit” or “small load” exemption in accordance with ADR 1.1.3.6. Please see our [‘ADR Guide for Business’](#), Section 5.2 and Section 19 (examples 2-4) for practical examples of how to apply the multiplying factor in relation to dangerous goods of different transport categories.

For the purposes of establishing whether or not a DGSA is required to be formally appointed, the HSA has determined that a similar calculation can be used to determine ‘significant risk’, with a threshold value of “**1500**” units.

Example:

A transport operation involving the carriage of a mixed load comprising 220kg of UN 1173 Ethyl Acetate, 3, II (transport category 2) and 700kg of UN 1130 Camphor Oil, 3, III (transport category 3) has a calculated value of **$(220 \times 3) + (700 \times 1) = 1360$ units.**

This load would not be considered to pose significant risk.

However, if the quantity of the transport category 2 substance, UN 1173 Ethyl Acetate, is increased to 320kg, the load will have a calculated value of **$(320 \times 3) + (700 \times 1) = 1660$ units.**

This load would thus be considered to pose significant risk to the health and safety of persons or to the environment.

In summary, a transport operation may be considered to create a significant risk if it involves the carriage of dangerous goods:

1. in tanks or in bulk,
2. in packages (including receptacles for gases and articles), in single or in mixed loads belonging to the same transport category, in quantities over the threshold quantities indicated in Table 1,
3. in packages (including receptacles for gases and articles), in mixed loads belonging to different transport categories, in quantities above a calculated value of 1500 units.

It is important to remember that even if you do not need to formally appoint a DGSA, specific requirements under the regulations still apply, for example, the use of the correct packaging and labelling, provision of the correct documentation when applicable. You are thus likely to require support and guidance from time to time, to assist you in maintaining compliance with the relevant legislation. This level of support is best provided by a DGSA or a health and safety professional with competence in this area.

2.3 Appointing a DGSA

You may decide to appoint a member of your own staff (suitably trained and qualified), or yourself, to be a DGSA, or you may choose to appoint externally, provided that the appointed person holds a current vocational training certificate.

If making the appointment externally, careful consideration must be given in choosing the most appropriate candidate. It is recommended to make enquiries regarding the **competence and experience** of the prospective DGSA. Some DGSAs may be qualified in various different modes of transport (road, sea, air) which may be relevant in your line of business. You may wish to appoint a candidate with some prior knowledge of the industry you are in.

It is important when appointing a DGSA that you ensure that the adviser is clear about his or her responsibilities and is satisfied in terms of:

- What is expected to be done, that is to say, the range of functions,
- How it is to be done, directly or by delegation,
- Where it is to be done, in one or multiple sites, and
- The adequacy of the resources available.

This should entail, as appropriate, a preliminary evaluation by the DGSA of all of the activities of the undertaking involving the carriage of dangerous goods.

A DGSA may be satisfied following the evaluation that there are already certain suitable monitoring systems in place, even if the adviser is not directly involved. The DGSA's involvement could then be one of auditing such systems.

The annual report may be prepared for the most part by the undertaking, but must always be subject to final clearance by the DGSA (for more detail on the annual report see Section 3).

It is important that your DGSA keeps you informed, preferably in writing, of any issues arising which require appropriate action being taken by you. Ongoing unresolved problems should be highlighted in the annual report. Upon receipt of written reports from audits, reviews and spot checks from your DGSA, it is your responsibility to **address any matters** requiring attention quickly and effectively.

You must **inform your DGSA** of any accidents or incidents (including serious accidents and incidents listed in ADR 1.8.5) in a timely fashion, to enable the DGSA to conduct a thorough investigation and submit a report (if required) to the regulatory authorities.

2.4 How many safety advisers do I need?

If you are operating several sites or a large complex organisation, you may need to appoint more than one DGSA. You will need to consider for issues such as

- the number of operating sites,
- the allocation of time and resources, and
- the potential delegation of tasks.

If more than one DGSA is appointed, you must ensure that the responsibilities to prepare documents such as annual reports, accident records or safety plans are **clearly defined** so as to ensure compliance with the ADR. It is recommended to clarify such roles in writing.

At operating sites such as ports and airports where more than one undertaking is involved, it may be advantageous for the relevant undertakings to appoint the same DGSA.

3. Guidance for dangerous goods safety advisers – training and competence

To qualify as a DGSA, you must ensure that you have a vocational training certificate.

This can only be obtained by passing an examination approved by the competent authority. In Ireland, the Chartered Institute of Logistics and Transport ([CILT](#)) has been appointed by the HSA as the examination body for DGSAs for the carriage of dangerous goods by road. CILT also provides examinations covering the rail mode (RID) on behalf of the Minister for Transport.

Vocational training certificates are issued by CILT to candidates who have successfully completed the approved examination.

A DGSA certificate is valid for 5 years and specifies the mode of transport.

Irish certified DGSAs are recognised in other EU and non-EU states who are signatories to the ADR, and DGSAs certified in such states are recognised in Ireland.

For more information on how to obtain DGSA certification, please refer to the CILT website at <http://www.cilt.ie/>.

It must be recognised all appointed DGSAs must keep themselves **trained and competent** on an ongoing basis, in areas such as legislation, multimodal transport where applicable, accident investigation techniques and procedures for the monitoring of activities.

The ADR is amended every two years. DGSAs are required to inform themselves of the changes and advise their clients accordingly. Official amendments to the ADR are made available on the [UNECE website](#) on a biennial basis, in documents entitled 'Draft amendments to annexes A and B of ADR', under the reports of the Working Party on the Transport of Dangerous Goods (WP15).

4. Guidance for dangerous goods safety advisers – roles and responsibilities

The duties of an appointed DGSA are listed in ADR 1.8.3.

As an appointed DGSA your principal duties comprise the requirements to:

- monitor compliance and provide advice to the undertaking regarding activities concerning the carriage of dangerous goods
- monitor the undertakings practices and procedures relating to those activities
- prepare an annual report on the activities of the undertaking regarding the carriage of dangerous goods.

4.1 Monitor compliance and provide advice to the undertaking

You must advise the undertaking who appoints you on how to ensure compliance with the ADR. You must advise on all matters relating to the carriage of dangerous goods that are detailed in the ADR, including:

- the classification of the dangerous goods being carried by the undertaking,
- packing and tank provisions,
- consignment procedures,
- the applicability of any or more of the various exemptions that are available to the undertaking, which include those listed in the ADR and national exemptions which are listed in our national regulations,
- requirements for the construction and testing of packages, tanks and bulk containers,
- provisions concerning conditions of carriage, loading, unloading and handling,
- provisions concerning transport equipment and transport operations

You must carry out spot checks, audits and review the various activities of the undertaking. You must communicate the results to the undertaking and in a timely manner. It is the **responsibility of the undertaking** to address any matters requiring attention quickly and effectively.

4.1.1 Classification of dangerous goods

Where appropriate, you must advise on the classification of dangerous goods in accordance with ADR Chapter 2.2. You should provide to the undertaking a written copy of all test results and the mechanism by which the classification process was carried out, for **each** of the dangerous goods addressed.

4.1.2 Packing and tank provisions

You should provide written advice to the undertaking regarding the choice of suitable means of containment of dangerous goods. Such advice must provide **adequate detail** to ensure the purchase and appropriate use of packagings, tanks and containers for the relevant dangerous goods. Where appropriate you should provide **written advice** on all relevant packaging and tank provisions in accordance with ADR Part 4.

In accordance with ADR 6.1.1.2, where packagings do not meet the specifications of ADR 6.1.4, you must ensure that the alternative test results are included in a **certificate of conformity** provided by a reliable manufacturer or supplier, and make this available to the competent authority on request.

4.1.3 Consignment Procedures

You must provide written advice to the undertaking as to the requirements for compliance with the procedures for proper consignment of dangerous goods. Such advice should, where applicable, include details as to the following:

- The appropriate marking and labelling of packages in accordance with ADR 5.2. Such advice should be provided in respect of **each participant role** that the undertaking fulfils.
- The placarding and marking of containers, multiple-element gas containers (MEGCs), tanks and vehicles in accordance with ADR 5.3.
- The appropriate **documentation** as specified by the ADR Chapter 5.4. Such documentation must be maintained at the appropriate location within the undertaking for reference and presentation to an inspector on request.

4.1.4 Exemptions

You should advise the undertaking on the proper application of any relevant exemptions, including clear **written guidance** in relation to the application of any such exemption.

Typically an undertaking may avail of exemptions related to:

- the nature of the transport operation (ADR 1.1.3.1),
- the carriage of gases (ADR 1.1.3.2),
- the carriage of liquid fuels (ADR 1.1.3.3),
- special provisions or dangerous goods packed in limited or excepted quantities (ADR Chapters 3.3 - 3.5),
- empty uncleaned packaging (ADR 1.1.3.5),
- the quantity carried per transport unit (ADR 1.1.3.6) generally referred to as the “load limit” or “small load exemption”.

National exemptions apply to the carriage of dangerous goods within the state only and are provided for in the national regulations (Part 8).

You should advise the undertaking on any applicable [authorisations](#) which may take the form of Competent Authority Exemptions, Approvals or Multilateral Agreements (MLAs).

For more detailed guidance in relation to some of the exemptions that may be available please refer to Section 5 of our [ADR Guide for Business](#).

4.2 Monitoring practices and procedures

As an appointed DGSA you must monitor the undertaking's practices and procedures which include but are not be limited to the following:

4.2.1 Selection, purchasing and approval of vehicles

You may be required to advise on, review and monitor the procedures of the undertaking with respect to the selection and purchasing of vehicles meeting the requirements of ADR Part 9, or the provision and renewal of certificates of approval for vehicles.

4.2.2 Safety Equipment and Transport Equipment

You must advise on, review and monitor procedures with respect to checking the safety equipment and transport equipment used in the carriage of dangerous goods by road.

All transport equipment should be subjected to regular general inspections, and certain equipment requires testing, **certification (type approval)** and may be subject to periodic inspection. In accordance with the requirements of ADR Parts 6 and 9, equipment that requires certification includes packaging (including intermediate bulk containers (IBCs) and large packagings), bulk containers, tanks and vehicles.

For more information regarding safety equipment, and transport equipment requiring certification, please refer to Sections 11 and 14 of our [ADR guide for Business](#).

In accordance with the ADR Part 6, pressure receptacles and tanks require testing, certification and periodic inspection. Pressure receptacles and tanks for the carriage of class 2 gases and specific other dangerous goods are subject to the provisions of the Transportable Pressure Equipment Directive ([TPED](#)) are subject to conformity assessment and inspection by notified bodies.

Please check our [web pages](#) for information and updates to national legislation relating to pressure receptacles, tanks, and inspection service providers, including provisions for pressure receptacles and tanks that are restricted to national use only.

4.2.3 Training

You must review and monitor the procedures for the provision of adequate training of personnel in accordance with ADR Chapter 1.3, and the retention and maintenance of appropriate training records. In addition, you must advise on and monitor requirements for driver vocational training in accordance with ADR Chapter 8.2.

Training in accordance with ADR 1.3 must include general awareness training for staff involved in the consignment, packing, filling, loading, stowage, securing and unloading of dangerous goods in addition to function specific training, safety training and if applicable, security training. You must ensure that all training undertaken by staff is recorded, and that the undertaking should be in a position to demonstrate maintenance of such training by means of a documentation system.

Training may be divided into various different types and may include, but is not limited to, the following:

- a) Training, as required in ADR Chapters 1.3 and 1.10 in general awareness, safety and security, operational procedures, and so on. This may be in the form of instructor led training or may involve staff members reading specific training material in their own time. This type of training may or may not be accompanied by assessments. In the absence of instructor/assessments, it is sufficient for the employee to sign a form indicating that the material has been read (and understood). It is important that all individual elements of such training are recorded for each member of staff, the date it is completed, and the time allotted.
- b) Function specific training - the purpose of this type of training is to bring each member of staff to the level of competency required to carry out his or her function or role in the organisation with respect to the carriage of dangerous goods. This must be continually assessed and monitored by the staff member's supervisor, with each level of training recorded and signed off by the supervisor. The supervisor, upon completion of this training, should sign a document stating that the member of staff has reached the level of competency required to carry out their duties/take on responsibilities, on their own and without constant supervision.
- c) Tool box talks to provide information of changes/updates to practices and procedures (and perhaps legislative changes). This training must also be recorded, albeit the method of recording will be different. The records should demonstrate the date, the subject area, who delivered the toolbox talk, who was in attendance, and the duration of the training.

4.2.4 Emergency Procedures

You must review and monitor the implementation of written emergency procedures in the event of an accident or incident during the carriage of dangerous goods by road, including loading and unloading operations.

Procedures should consider at a minimum:

- incidents such as fires and explosions, road traffic accidents or loss of containment of dangerous goods;
- foreseeable events such as breakdowns or a transport unit becoming immobilised for any reason;
- how the requirements for supervising vehicles as detailed in ADR 8.4 are achieved and complied with, for example, it may be necessary to identify possible secure locations on a route where a vehicle may be safely parked overnight.

4.2.5 Accident and incident investigation

You must review and monitor procedures for the investigation of accidents, incidents and infringements.

In the case of **serious accidents or incidents (ADR 1.8.5)**, you must prepare a report according to the model in ADR 1.8.5.4.

You should request that the undertaking informs you of such an event in a timely fashion, to facilitate adequate investigation and the preparation of a report, if required, for submission to the regulatory authorities.

4.2.6 Prevention of accidents, incidents or dangerous occurrences

You must review and monitor the implementation of written procedures and measures to **avoid the recurrence** of accidents, incidents or serious infringements.

Where appropriate, you must review and monitor procedures required to ensure compliance with any special requirements of national and international legislation regarding **the use of third parties or sub-contractors** with respect to the carriage of dangerous goods.

You must review and monitor the undertaking's mechanisms to ensure that personnel involved in the carriage, loading and unloading of dangerous goods are provided with detailed operating procedures (SOPs) and instructions to ensure compliance with the legislation in its entirety.

You must review and monitor the undertaking's measures to ensure, on a regular basis, an increased **awareness of the risk** inherent in the carriage, the loading, unloading of dangerous goods.

You must review and monitor the implementation of measures designed to ensure compliance with the **duty of care** imposed by the legislation. This must address the various aspects of the carriage of dangerous goods, including:

- the loading and unloading of dangerous goods;
- the provision and maintenance of all necessary documentation;
- the marking, labelling and placarding of the vehicles, containers, tanks or packages as appropriate; and
- the provision and maintenance of all safety equipment.

You must review and monitor the written procedures to ensure that the loading, stowage, carriage and unloading of dangerous goods is in compliance with the **best practice guidelines**. It must be ensured that the loads do not shift, fall or lead to a loss of containment or put at risk other road users. Please refer to our [web pages](#) for links to international guidelines on safe load securing.

Where appropriate, you must review and monitor the preparation of the **security plan** in accordance with **ADR 1.10.3** for dangerous goods designated as 'high consequence dangerous goods'.

4.3 Preparation and provision of annual reports

You must prepare an annual report (AR) on the activities of the undertaking. The AR must record in reasonable detail all activities in respect of the carriage of dangerous goods during the period in question.

A template of the minimum necessary information is provided in **Appendix 2**.

4.3.1 Information in the annual report

The template provides the minimum information that is required in an AR.

The AR should achieve the following objectives:

- Inform the management of the undertaking as to the standard of compliance achieved during the period, with the aim of identifying opportunities for improvement and to ensure compliance with their duty of care under national regulations and the ADR.
- Provide recommendations with respect to areas which need improvement or corrective action.
- Facilitate inspection and investigation by the regulatory authorities in the performance of their statutory duties in an efficient and effective manner. Records of ARs must be held by the undertaking for 5 years and be readily available for review by an inspector. Any supporting documentation must also be available.
- Provide details of the activities of the DGSA.

- Detail the activities of the undertaking in its role as a participant under the provisions of the ADR. An undertaking may fulfil the role of several participants during the reporting period, and also may share some participant obligations with another undertaking.

While the use of the attached template is not mandatory, you may find it useful to ensure that you provide enough detail to achieve compliance.

It is critical to capture all the relevant detail in the report. Where an undertaking carries out spot checks, maintains checklists or carries out audits, the detail of these must be included in the report. It may be useful to use appendices for supporting data such as spreadsheets, tables or other required information. This will ensure that the report is reasonably concise and analyses the information.

4.3.2 Provision of records for inspection

The provision and maintenance of adequate records is a core part of the management of the carriage of dangerous goods by road.

Any information captured in the annual report must be supported by relevant records, such as vocational training certification (DGSA's and drivers), audit records and completed inspection checklists and these records must be readily available for inspection by inspectors of the regulatory authorities during normal working hours.

Where an undertaking operates multiple sites, records which are relevant to each specific site should be kept on location where possible, for example, site training records, audits and schedule of work identified by site audits. The AR itself may be held centrally as it is primarily for the company management but elements of it or documents referenced by it which are specific to a particular site should be available to management and staff on any given site. Records may be retained electronically. However, hard copies must be made available to an inspector on request.

Appendix 1

1.1.3.6.3 Where the dangerous goods carried in the transport unit belong to the same category, the maximum total quantity per transport unit is indicated in column (3) of the table below.

Transport category (1)	Substances or articles packing group or classification code/group or UN No. (2)	Maximum total quantity per transport unit (3)
0	Class 1: 1.1A/1.1L/1.2L/1.3L and UN No. 0190 Class 3: UN No. 3343 Class 4.2: Substances belonging to packing group I Class 4.3: UN Nos. 1183, 1242, 1295, 1340, 1390, 1403, 1928, 2813, 2965, 2968, 2988, 3129, 3130, 3131, 3134, 3148, 3396, 3398 and 3399 Class 5.1: UN No. 2426 Class 6.1: UN Nos. 1051, 1600, 1613, 1614, 2312, 3250 and 3294 Class 6.2: UN Nos. 2814 and 2900 Class 7: UN Nos. 2912 to 2919, 2977, 2978 and 3321 to 3333 Class 8: UN No. 2215 (MALEIC ANHYDRIDE, MOLTEN) Class 9: UN Nos. 2315, 3151, 3152 and 3432 and articles containing such substances or mixtures and empty uncleaned packagings, except those classified under UN No. 2908, having contained substances classified in this transport category.	0
1	Substances and articles belonging to packing group I and not classified in transport category 0 and substances and articles of the following classes: Class 1: 1.1B to 1.1J ^a /1.2B to 1.2J/1.3C/1.3G/1.3H/1.3J/1.5D ^a Class 2: groups T, TC ^a , TO, TF, TOC ^a and TFC aerosols: groups C, CO, FC, T, TF, TC, TO, TFC and TOC chemicals under pressure: UN Nos. 3502, 3503, 3504 and 3505 Class 4.1: UN Nos. 3221 to 3224, 3231 to 3240, 3533 and 3534 Class 5.2: UN Nos. 3101 to 3104 and 3111 to 3120	20
2	Substances belonging to packing group II and not classified in transport categories 0, 1 or 4 and substances and articles of the following classes: Class 1: 1.4B to 1.4G and 1.6N	333

	<p>Class 2: group F</p> <p>aerosols: group F</p> <p>chemicals under pressure: UN No. 3501</p> <p>Class 4.1: UN Nos. 3225 to 3230, 3531 and 3532</p> <p>Class 4.3: UN Nos. 3292</p> <p>Class 5.1: UN Nos. 3356</p> <p>Class 5.2: UN Nos. 3105 to 3110</p> <p>Class 6.1: UN Nos. 1700, 2016 and 2017</p> <p>and substances belonging to packing group III</p> <p>Class 9: UN No. 3090, 3091, 3245, 3480 and 3481</p>	
3	<p>Substances belonging to packing group III and not classified in transport categories 0, 2 or 4 and substances and articles of the following classes:</p> <p>Class 2: groups A and O</p> <p>aerosols: groups A and O</p> <p>chemicals under pressure: UN No. 3500</p> <p>Class 3: UN No. 3473</p> <p>Class 4.3: UN No. 3476</p> <p>Class 8: UN Nos. 2794, 2795, 2800, 3028, 3477 and 3506</p> <p>Class 9: UN Nos. 2990 and 3072</p>	1 000
4	<p>Class 1: 1.4S</p> <p>Class 4.1: UN Nos. 1331, 1345, 1944, 1945, 2254 and 2623</p> <p>Class 4.2: UN Nos. 1361 and 1362 packing group III</p> <p>Class 7: UN Nos. 2908 to 2911</p> <p>Class 9: UN Nos. 3268, 3499, 3508 and 3509</p> <p>and empty, uncleaned packagings having contained dangerous goods, except for those classified in transport category 0</p>	unlimited

^a For UN Nos. 0081, 0082, 0084, 0241, 0331, 0332, 0482, 1005 and 1017, the total maximum quantity per transport unit shall be 50 kg.

Note: this table is a reproduction of the table in 1.1.3.6.3 of the 2017 edition of the ADR. Please refer to 1.1.3.6.3 of the current version of the ADR available from [UNECE](http://www.unece.org) if you need to establish the transport category of newly classified dangerous goods.

Appendix 2

DGSA Annual Report - Template

1. Company

Name:	
Address:	
Contact:	Position: [Manager]
Phone Numbers:	Mobile:
email:	Fax:
Nature of Business:	

2. DGSA

Name:	Date of Appointment:
Phone Number:	Certificate Number:
Mobile Number:	Expiry Date:
email:	Mode/Classes:

3. Report

Period: Indicate period covered by the report for example, 01/01/2018 to 31/12/2018
Copied to: List the names and positions of all recipients
Additional Documentation: List associated documents/ appendices.

4. Dangerous Goods

Provide details of all dangerous goods carried/consigned in the last 12 months, including quantity and class. A spreadsheet as an appendix could be used and referenced here.

5. Packaging Types

Provide details of packaging types used and confirmation of suitability (for example, UN approvals, certificates of conformity)

6. Tanks/Tankers

Give details of the tank/tanker types managed/operated. Provide details of periodic inspections and leakproofness tests carried out over the last 12 months. Indicate expiry dates for all other tanks/tankers. A suitable table could be used, see example below.

Ref No.	Tank Type and Tank Code	Expiry Date: periodic inspections	Expiry Date: Intermediate/ leakproofness tests	Comments

7. Fleet Details

Provide details of company vehicles used to transport dangerous goods.

Ref No.	Registration Number	Expiry Date: DoE Test	Expiry Date: ADR Vehicle Approval	Comments

8. Audits

Provide details of audits carried out. Indicate deficiencies and recommendations arising from these audits during the period of the report.

9. Accidents

Provide details of accidents or incidents involving dangerous goods and, where relevant, incidents of the type mentioned in ADR 1.8.5 that occurred in the past 12 months.

10. Training

Provide details of DGSA training (1.8.3), vehicle crew training (Chapter 8.2), and training for others involved in the carriage of dangerous goods, according to ADR 1.3 (dangerous goods awareness, function specific and safety training) and security training in accordance with ADR 1.10.

11. Security

Give details of activities carried out to meet the requirements of ADR 1.10 on security, particularly the preparation of "Security Plans" where relevant.

12. Enforcement

Provide details of inspections/checks carried out by enforcement authorities and include details of all enforcement notices or fixed payment notices (FPNs), and identify any actions taken by the participants to address the non-compliance issues identified.

13. Recommendations

List any recommendations

Signed:

Dated: