

<b>Title</b>	<b>Process documentation for freight forwarding of dangerous goods by air and sea</b>		
<b>Level</b>	<b>4</b>	<b>Credits</b>	<b>5</b>

<b>Purpose</b>	People credited with this unit standard are able to: verify accuracy of documentation and information on dangerous goods received; and process documentation for forwarding of dangerous goods.
----------------	---

<b>Classification</b>	Logistics > Freight Forwarding
-----------------------	--------------------------------

<b>Available grade</b>	Achieved
------------------------	----------

---

### Guidance Information

- 1 Legal and formal requirements to be complied with include:  
Civil Aviation Act 1990;  
Dangerous Goods Regulations (DGR) 2011, published by the International Air Transport Association (IATA);  
Hazardous Substance and New Organisms Act (HSNO) 1996;  
International Maritime Dangerous Goods (IMDG) Code 2010, published by the International Marine Organization (IMO);  
Maritime Transport Act 1994.
- 2 For the purposes of assessment against this unit standard, any new, amended, or replacement legislation, regulations, rules, standards, and codes of practice affecting the outcome of this unit standard will take precedence, pending review of this unit standard.
- 3 Definitions  
*Dangerous goods* mean substances or articles having properties described in the IMDG Code or IATA Dangerous Goods Regulations.  
*Documentation* means any hard copy or electronically held information.  
*Organisational requirements* include any legal requirements, standards, codes of practice, organisational and/or site policies and procedures, industry best practice and manufacturers' instructions. These must be available to candidates, providers, and assessors.  
*The regulation* means IATA DGR or the IMDG Code as appropriate.
- 4 A minimum of six consignments (three air and three sea) is required.

## Outcomes and performance criteria

### Outcome 1

Verify accuracy of documentation and information on dangerous goods received.

#### Performance criteria

- 1.1 Substance and/or product is verified that it has been correctly identified in accordance with the regulation.
- 1.2 Dangerous goods are verified that they have been correctly classified in accordance with the regulation.
- 1.3 Documentation received is verified that it is compliant.

### Outcome 2

Process documentation for forwarding of dangerous goods.

#### Performance criteria

- 2.1 Documentation is processed in accordance with the regulation.
- 2.2 Documentation is forwarded with the dangerous goods.

<b>Replacement information</b>	This unit standard replaced unit standard 21809 and unit standard 21810.
--------------------------------	--

<b>Planned review date</b>	31 December 2025
----------------------------	------------------

#### Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	17 June 2011	31 December 2023
Review	2	27 May 2021	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0014
--	------

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

### Comments on this unit standard

Please contact MITO New Zealand Incorporated [info@mito.org.nz](mailto:info@mito.org.nz) if you wish to suggest changes to the content of this unit standard.