**Instructions:**

1. The application for Dangerous Goods Training Programs Approval shall be submitted at least 60 days, or as otherwise agreed, before the scheduled class.
2. Filling in this form in Mark boxes like this  with X and State “n/a” if not applicable, no leave blank
3. Failure to complete this form may result in a delay in processing the application.
4. In case of written mistake, that box should contain the editor’s signature.
5. The form once completed should be returned to CAAT.
6. If the operator requests the dangerous goods training programs for Designated Postal, Section 3 shall be applied

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| **ส่วนที่ 1: แบบคำขอใบรับรองแผนการฝึกอบรมหลักสูตรเกี่ยวกับวัตถุอันตราย Section 1: Application for Approval of Dangerous Goods Training Programs** | | |
| **Name of Operator:**  **ชื่อผู้ประกอบการ:** Name of Operator | | **Application NO.**  **หมายเลขคำขอ**  ***(For CAAT)*** |
| **Title of Training Program:**  **หัวข้อหลักสูตรการฝึกอบรม (job function)** | | **Date Submitted**  **DATE MONTH YEAR**  **วัน** DD **เดือน** MM **ปี** YY |
| **Instructor Name:** ชื่อครูผู้สอน Name of Instructor | | **E-Mail Address:** ไปรษณีย์อิเล็กทรอนิกส์  E-mail |
| **Type of Submission:** ประเภทยื่นขอ  Initial Submission  Amendment (ระหว่างปี) | **Coordinator Name:**  ชื่อผู้ประสานงาน  Coordinator Name | **Coordinator Telephone Number:**  หมายเลขติดต่อผู้ประสานงาน  Coordinator Telephone Number |
| **Type of program:  ประเภทหลักสูตร**  Initial  Recurrent | **How the Training is to be Delivered: วิธีการฝึกอบรม (สามารถเลือกได้มากกว่า 1 ข้อ)**  Physical Classroom Delivery  Virtual Classroom  E-learning  Distance learning (self-study)  Virtual simulation  Group discussions  On-the Job training (OJT)  Other (specify)…………………… | **Prior Approval Number /Date issued: (If applicable)**  หมายเลขใบรับรองล่าสุด (ถ้ามี) |
| **Tasks included in the Training Programme: ประเภทของงานในหลักสูตร**  TASK 0: Understanding the basics of dangerous goods  TASK 1: Classifying Dangerous Goods  TASK 2: Preparing Dangerous Goods Shipment  TASK 3: Processing / Accepting Cargo  TASK 4: Managing Cargo Pre-Loading  TASK 5: Accepting Passenger and Crew Baggage  TASK 6: Transport Cargo / Baggage  TASK 7: Collecting Safety Data  Other (specify)……………………………………………. | | |

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| **ส่วนที่ 2: ผู้สมัคร ยื่นเอกสารดังต่อไปนี้**  **Section 2 : The following documents are submitted by applicant** | |
| 1. Intention letter on the applicant’s company letterhead specifying the title of the training programme and the job function of the personnel involved  2. CAAT-OPS-DG-401 Application for Approval of Dangerous Goods Training Programs  3. CAAT-OPS-CLDGI-302 OPS - Approval of Dangerous Goods Training Programs  4. CAAT-OPS-DG-406 - Proposal of Dangerous goods Training Program Amendment Form (If applicable for amendment)  5. Training need analysis (refer DGCBT Appendix H and I - Sample - Training need analysis Form)  6. Training plan (Training scope and plan) refer DGCBT Appendix J - Sample - Training Plan)  7. The lesson plan / course outline (e.g., delivery format, tool to be used, assessment methods and duration) refer DGCBT Appendix K – Sample – Lesson plan)  8. The training materials (Power point, hand out, tool kit, etc.)  9. The assessment method/plan (according to your desire assessment method)  10. The assessment material (e.g. examination, OJT assessment, Job-shadow, etc.)  11. a sample certificate, if applicable (refer DGCBT Appendix E - Sample certificate template)  12. the qualifications and experiences of the instructors (refer DGCBT Chapter 3)  13. the course evaluation or feedback form  14. Training Year Plan for Dangerous Goods Training  15. Photos of training facility and equipment  16. Other documents required by competent official, if any\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **ส่วนที่ 3: ผู้สมัครที่เป็นไปรษณีย์ควบคุม ยื่นเอกสารดังต่อไปนี้**  **Section 3: The following documents are submitted by** **Designated Postal** | |
| 1. Intention letter on the applicant’s company letterhead specifying the title of the training programme  2. CAAT-OPS-DG-401 Application for Approval of Dangerous Goods Training Programs  3. CAAT-OPS-CLDGI-303 OPS - Approval of Dangerous Goods Training Programs (for Designated Postal)  4. CAAT-OPS-DG-406 - Proposal of Dangerous goods Training Program Amendment Form (If applicable for amendment)  5. the training materials  6. The assessment material (e.g. examination)  7. the qualifications and experiences of the instructors  8. Training Year Plan for Dangerous Goods Training  9. Photos of training facility and equipment  10. Other documents required by competent official, if any\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **Declaration and Signature** the information provided in this form is complete and correct and that the documents provided are genuine.  **ชื่อผู้ยื่นคำร้อง**   **วว/ดด/ปป**  **Applicant’s Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **ลายมือชื่อ**  **Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **สำหรับเจ้าหน้าที่พนักงาน (Competent Official Use Only)** | |
| **ได้ตรวจสอบเอกสารประกอบคำขอครบถ้วน**  **เอกสารหลักฐานประกอบคำขอไม่สมบูรณ์ (ระบุ)……………………………………………………………………………………** | **ลงชื่อ พนักงานเจ้าหน้าที่ …………………………………**  **ตำแหน่ง ………………………………………………..**  **วันที่ ………………………………….....................** |
| **Please submit this application form with the supporting document to: Flight Operations Standards Department,**  **The Civil Aviation Authority of Thailand (CAAT)**  **222 Soi Vibhavadi Rangsit 28, Vibhavadi Rangsit Rd.,** **Chatuchak, Chatuchak, Bangkok, Thailand 10900** | |