

Dangerous Goods Occurrence Report

Please complete and submit this form online to:

mor@caacayman.com

or print and send to:

Civil Aviation Authority

P.O. Box 10277, Grand Cayman KY1-1003

Cayman Islands

CAACI Occurrence Number

1. Operator		2. Date of occurrence		3. Time of Event (UTC)	
4. Flight date:		5. Flight no.:			
6. Departure Airport:		7. Destination Airport:			
8. Aircraft Type		9. Aircraft Registration:			
10. Location of occurrence:		11. Origin of the goods:			
12. Description of the occurrence, including details of injury, damage, etc:					
13. Proper Shipping Name:			14. UN/ID no.:		
15. Class/division:	16. Subsidiary Risk(s):	17. Packing Group:	18. Category (class 7 only):		
19. Type of packaging:	20. Packaging specification marking:	21. No. of packages:	22. Transport Index:		
23. Reference no. of Airway Bill:			24. Reference no. of courier pouch, baggage tag etc:		
25. Name & Address of shipper, agent, passenger etc:					
26. Other relevant information (including suspected cause):					
27. Name & Title of person making report:			28. Telephone number:		
29. Company:			30. Reporters reference:		
31. Address:			32. Signature:		
			33. Date		

NOTES FOR COMPLETION OF DG Reporting Form

1. Any type of dangerous goods occurrence must be reported, irrespective of whether the dangerous goods are contained in cargo, mail or baggage.
2. A dangerous goods accident is an occurrence associated with and related to the transport of dangerous goods which results in fatal or serious injury to a person or major property damage. For this purpose serious injury is an injury which is sustained by a person in an accident and which: (a) requires hospitalisation for more than 48 hours, commencing within 7 days from the date the injury was received; or (b) results in a fracture of any bones (except simple fractures of fingers, toes or nose); or (c) involves lacerations which cause severe haemorrhage, nerve, muscle or tendon damage; or (d) involves injury to any internal organ; or (e) involves second or third degree burns, or any burns affecting more than 5% of the body surface; or (f) involves verified exposure to infectious substances or injurious radiation. A dangerous goods accident may also be an aircraft accident; in which case the normal procedure for reporting of air accidents must be followed.
3. A dangerous goods incident is an occurrence, other than a dangerous goods accident, associated with and related to the transport of dangerous goods, not necessarily occurring on board an aircraft, which results in injury to a person, property damage, fire, breakage, spillage, leakage of fluid or radiation or other evidence that the integrity of the packaging has not been maintained. Any occurrence relating to the transport of dangerous goods which seriously jeopardises the aircraft or its occupants is also deemed to constitute a dangerous goods incident.
4. This form should also be used to report any occasion when undeclared or mis-declared dangerous goods are discovered in cargo, mail or unaccompanied baggage or when accompanied baggage contains dangerous goods which passengers or crew are not permitted to take on aircraft.
5. An initial report, which may be made by any means, must be despatched within 72 hours of the occurrence, to the Authority of the State (a) of the operator; and (b) in which the incident occurred, unless exceptional circumstances prevent this. This occurrence report form, duly completed, must be sent as soon as possible, even if all the information is not available.
6. Copies of all relevant documents and any photographs should be attached to this report.
7. Completed reports must be sent to the Civil Aviation Authority of the Cayman Islands.
8. Providing it is safe to do so, all dangerous goods, packaging, documents, etc, relating to the occurrence must be retained until after the initial report has been sent to the Civil Aviation Authority of the Cayman Islands and they have indicated whether or not these should continue to be retained.