

TRAINING SUB-COMMITTEE

Chairman: KORCHINA LOGISTICS (H.K.) LTD – Ir. Elsa Yuen
Vice Chairman: WEN-PARKER LOGISTICS (H.K.) COMPANY LTD – Mr. James Kong
Members: CN LOGISTICS LTD
 DIMERCO AIR FORWARDERS (HK) LTD
 SIMX PROJECT X & TRADE COOPERATION ASSOCIATED LTD
 A & G LOGISTICS LTD
 TRIMANSON EXPRESS LTD

A. *HAFFA Training School*

HAFFA, for over half a century, has continued to reinforce its commitment to the industry. Following the signing of IATA ATS agreement on 11 March 2014 in Los Angeles, the official opening ceremony of HAFFA Training School was held at the HAFFA Annual Spring Dinner on 31 March 2014, which was made extra special with the Chief Executive of the HKSAR the Honourable C Y Leung officiating the ceremony.



- COURSES
- QUALIFICATIONS
- SUBSIDY

Dangerous Goods Course (DG)	
Course Title	Duration
Dangerous Goods Awareness (for Category 4 & 5 Personnel) (DGA)	0.5 days
Dangerous Goods Regulations (for Category 1 and 3 Personnel) (DG)	5 days
Refresher Dangerous Goods Regulations (for Category 1 and 3 Personnel) (RDG)	3 days
Self-Study Dangerous Goods Awareness (for Category 4 & 5 Personnel) – Classroom Exam	30 mins
Regulated Agent Regime Course (RAR)	
Course Title	Duration
Cargo Security Training (RAR & RACSF) Course	1 day
Vocational Training Programme for the Freight Logistics Sector (VTP)	
Course Title	Duration
Vocational Training Programme for the Freight Logistics Sector (VTP):	5 days
Other Courses	
Course Title	Duration
Air Cargo Claim Handling and Procedures (CLM)	2 days
International Maritime Dangerous Goods Code (IMDG)	3 days
Shipping Live Animals by Air (LAR)	3 days
Shipping Perishable Cargo by Air (PER)	2 days
Transport Lithium Battery by Air (TLBA)	0.5 days

The HAFFA Training School offers courses approved by the Civil Aviation Department (CAD) and/or International Air Transport Association (IATA) to ensure that participants have both the industry-specific knowledge and practical professional abilities to comply with prevailing regulations. These hands-on skills will enable participants to make an immediate contribution to the industry once they are in the workplace.

Among others, the following courses are now offered by the HAFFA Training School:

- [Basic Dangerous Goods Regulations for Category 1 or 3 Personnel \(5 days\)](#)
- [Refresher Dangerous Goods Regulations for Category 1 or 3 Personnel \(3 days\)](#)
- [Dangerous Goods Awareness for Category 4 & 5 Personnel \(half day\)](#)
- [Dangerous Goods Awareness for Category 4 & 5 Personnel \(1 day\)](#)
- [Dangerous Goods Awareness Self-Study Examination for Category 4 & 5 Personnel \(30 mins\)](#)
- [Cargo Security Training \(RAR & RACSF\) Course \(1 day\)](#)



As a non-profit making organization, HAFFA is devoted to reducing training costs for the industry by successfully applying for the Out-Centre Course (OCC) Scheme under the Transport Logistics Training Board (TLTB) of Vocational Training Council (VTC) to subsidize most of the courses. In addition, HAFFA has successfully applied the Maritime and Aviation Training Fund (MATF) from The Transport and Housing Bureau (THB) in May 2016 as alternative funding options for Members. The programmes offered by HAFFA will enable companies to invest their resources in operations, leading to higher productivity.

Considering it is also important for Members' customers (*i.e. shippers or co-loaders*) and subcontractors to receive proper training for DG handling, HAFFA extends the privilege to Members' customers. That said, non-HAFFA members to be referred by Member companies can also enjoy Member's price for all HAFFA training courses. Apart from helping to enhance safety in air cargo transport, trust that this extended privilege can be conducive to building up a good relationship with Members' customers/partners and prestige of being HAFFA Members.

I. *Class Room Training of Basic Dangerous Goods Regulations (DG) and Refresher Dangerous Goods Regulations (RDG) for Category 1 or 3 Personnel, and Dangerous Goods Awareness (DGA) for Category 4 & 5 Personnel of Freight Forwarders*

We have offered more than 26 classes of DG, RDG and DGA courses in year 2018 - 2019 (*Apr 2018 - Mar 2019*).

Class schedules and course details are available at the HAFFA website under:

<http://www.haffa.com.hk/portal/Course/Default.aspx>

II. Self-Study Scheme of Dangerous Goods Awareness (DGA) for Category 4 & 5 Personnel of Freight Forwarders

The regulations of the Dangerous Goods training requirement for Cat 4 & 5 Personnel of Freight Forwarder had become mandatory with effect from 01 July 2009. In response to Members' needs, HAFFA established a Self-Study Scheme (SSS) in August 2008, at a reasonable fee. We have offered more than 24 classes of DGA Self-Study Exam for year 2018 - 2019 (Apr 2018-Mar 2019).

Please find details of the scheme in the HAFFA website under:

<http://www.haffa.com.hk/portal/Course/Detail.aspx?id=56>

To cater for the changes in the 60th Edition IATA DGR (2019) (with effect from 01 January 2019), HAFFA issued the Year 2019 edition of DGA Self-Study Manual in year 2019.

III. Summary of Cargo Security Training (Regulated Agent Regime) Course

To comply with the requirements of the Civil Aviation Department (CAD) re "Training on Regulated Agent Regime", each RA is to ensure that at least two of their staff engaged in handling international cargo are provided with sufficient training commencing from 01 January 2006, the RA certificate carries a validity of three years. We have offered more than 14 classes of RAR Course for year 2018 - 2019 (Apr 2018-Mar 2019).

After numerous follow up with the CAD, HAFFA obtained its latest RAR Inspection Form which was circulated to all Members via News 61 dated 27 February 2015. Members may refer to the form as a reference check list so as to better comply with the requirement when there is an inspection to be done by the CAD officer at your premises. Such list is also distributed at the RAR class. Members please feel free to enroll into RAR class in order to better understand the requirement of CAD.

Details and the course schedule are available at the HAFFA website:

<http://www.haffa.com.hk/portal/Course/Detail.aspx?id=126>

IV. New Course of Cargo Security Training (Regulated Air Cargo Screening Facility Scheme) Course

In response to the ICAO new policy direction, we were the first Association (and the only so far) approved by the CAD in late November 2018 to organize the RACSF training for the industry. The subject training is in the form of combo training for staff under RAR & RACSF, students are allowed to attend the whole lecture to gain the knowledge of both RAR & RACSF regardless of their selection of examination (i.e. either RAR only, RACSF only or both RAR & RACSF).

To comply with the requirements of the Civil Aviation Department (CAD) re "Training on RACSF", each RACSF shall nominate two persons as Nominated Persons (NP) for Cargo Security accountable for overseeing the effective implementation of cargo security operations and their compliance with the requirements of the RACSF Security Programme. All training certificates carry a validity of 3 years.

Since the first class conducted on 07 Dec 2018, we have offered more than 6 classes of RACSF Course for year 2018 - 2019 (Apr 2018-Mar 2019).

Details and the course schedule are available at the HAFFA website:

<http://www.haffa.com.hk/portal/Course/Detail.aspx?id=126>

V. *Other courses offered*

To cater for the operational needs of the freight forwarders, we have introduced a variety of industrial courses listed below:

[Air Cargo Claim Handling and Procedures \(CLM\)](#) - 2 days

[International Maritime Dangerous Goods Code \(IMDG\)](#) - 3 days

[Shipping Live Animals by Air \(LAR\)](#) - 3 days

[Shipping Perishable Cargo by Air \(PER\)](#) - 2 days

[Transport Lithium Battery by Air \(TLBA\)](#) - 0.5 days

B. *Training Programme For The Freight Logistics Sector (VTP)*

Although the cooperation of VTP training program between HAFFA and CILTHK have concluded on 31st December 2017, HAFFA has further applied and was granted by LOGSCOUNCIL the permission to use the said training materials from year 2018 onwards, with a view (1) to offer alternatives to fulfill the training requirements by IATA and by HAFFA (under HAFFA's new membership application[^]) and (2) to maximize the value of the developed training materials (HAFFA Vocational Training Programme on Airfreight Modules One & Two). Moreover, IATA has confirmed the same programme accreditation will continue to be granted to HAFFA only. In this connection, HAFFA will be the sole owner of the subject programme and to conduct necessary revamp of the training.

Unlike other programmes that focus on the theoretical aspects, this VTP provides practical knowledge and hands-on skills that are crucial for business operations and the logistics industry at large, we believed that (1) the students will be trained and able to make immediate contributions to their companies once in the workplace, as well as, (2) they can improve or enhance his/her work skills and so his/her inclination to excel in the workplace will be stronger.

We have launched this VTP training in the 2nd half of year 2018 and the response is very positive.

[^] *one staff must hold the certificate of IATA Basic Cargo Skills and Procedures or Vocational Training Programme for the Freight Logistics Sector - Airfreight Logistics Module 1 plus Module 2 (or equivalent course).*

Details and the course schedule are available at the HAFFA website:

<http://www.haffa.com.hk/portal/Course/Detail.aspx?id=59>

C. *Vocational Training Council – Transport Logistics Training Board (TLTB)*



The Association had represented the industry to sit in the TLTB as one of the Board Members for many years. Same as the previous years, the TLTB continued to subsidize qualified industrial courses through the Out-Centre Course (OCC) Scheme for the period of 1 April 2018 to 31 March 2019. In year 2019, HAFFA have also successfully applied the next round of the funding so as to reduce Members' training cost.

List of OCC Scheme Approved Courses under HAFFA (click below individual links for details of the subsidy amount):

- [RAR - Cargo Security Training \(Regulated Agent Regime\) Course](#)
- [Dangerous Goods Awareness \(for Category 4 & 5 Personnel\) \(DGA\) 0.5 Day](#)
- [Dangerous Goods Awareness \(for Category 4 & 5 Personnel\) \(DGA\) 1 Day](#)
- [Dangerous Goods Regulations \(for Category 1 or 3 Personnel\) \(DG\)](#)
- [Vocational Training Programme for the Freight Logistics Sector \(VTP\) 5 days](#)

D. Transport and Housing Bureau (THB) - the Professional Training and Examination Refund Scheme (ProTERS) under the Maritime and Aviation Training Fund (MATF)

Since May 2016 the Transport and Housing Bureau (THB) continued to subsidize qualified industrial courses through the Maritime and Aviation Training Fund (MATF). The objective of the Scheme is to incentivize those already working in the maritime and aviation sectors, to attend course(s) and sit for examinations(s) that are being offered by various education institutions, professional or trade bodies to raise their professionalism and competency, and encourage them to acquire relevant professional qualification(s). Under the Scheme, successful applicants will be refunded **80% of the fees** after completing approved courses or passing examinations, subject to a cap of \$18,000.

List of MATF Approved Courses under HAFFA (*click below individual links for details of the subsidy amount*):

- [RAR - Cargo Security Training \(Regulated Agent Regime\) Course](#)
- [Dangerous Goods Awareness \(for Category 4 & 5 Personnel\) \(DGA\) 0.5 Day](#)
- [Dangerous Goods Awareness \(for Category 4 & 5 Personnel\) \(DGA\) 1 Day](#)
- [Dangerous Goods Regulations \(for Category 1 or 3 Personnel\) \(DG\)](#)
- [Refresher Dangerous Goods Regulations \(for Category 1 or 3 Personnel\) \(RDG\)](#)
- [Self-Study Dangerous Goods Awareness – Classroom Exam](#)

Date: 18 April 2019

(END OF REPORT)