



# IMDG CODE TRAINING

Computer-based training for shore side staff involved in dangerous goods handling and transport

IMDG Code training is mandatory for all shore-side staff involved in dangerous goods transport by sea.

This new training tool delivers cost-effective compliance for all shore-side sectors:

- ◆ Shippers and forwarders
- ◆ Container packers and consolidators
- ◆ Shipping line operations and booking staff
- ◆ Stevedores
- ◆ Port staff
- ◆ Cargo surveyors



**IMDG Code e-learning**

[www.imdgc-learning.com](http://www.imdgc-learning.com)



## IMDG Code e-learning

### Course objective

Poor understanding of IMDG Code provisions has resulted in countless incidents at sea and ashore. Incorrect documentation, packaging, segregation, stowage within the container and on board ship and many other common errors put lives, property and the environment at risk. IMO and national administration surveys consistently show that high percentages of dangerous goods container shipments are non-compliant.

IMDG Code training is mandatory for all shore-side staff involved in dangerous goods transport. Staff directly involved in dangerous goods operations must have function specific training while general awareness training is required for those who although not directly involved, do require a familiarisation with the IMDG Code provisions. Training records must be kept for Competent Authority inspection.

To meet the challenge of efficiently and economically training very large numbers of shore side staff to the IMDG Code requirements, Exis Technologies, with the support of industry bodies, developed IMDG Code e-learning. The system has been implemented by major shipping lines, shippers and transport operations worldwide.



### Key features

- ✔ Complies with the IMDG Code training requirements
- ✔ Cost effective: typically a fraction of expensive classroom time and less disruptive than absence from work
- ✔ Tests at the end of each learning element ensure understanding of learning topics, with marks combined in a final course completion certificate. Verified certificate option available for proof of training
- ✔ Delivers consistent training standards across global operations, especially relevant to corporate quality assurance programmes
- ✔ Intranet and web versions have an administrator function to monitor and manage any number of students in local, regional or global training programs
- ✔ Courses can be configured to the student's job role, taken at the student's own pace or to a timetable set by management
- ✔ Courses can be customised to incorporate company-specific procedures and policies
- ✔ Courses can be used as part of blended training approach to bring students to common competence levels in preparation for classroom sessions.

### Course configurations

- ✔ **General awareness** for staff requiring familiarisation with provisions of the IMDG Code
- ✔ **Function-specific** training required by the IMDG Code for those carrying out the following job functions:
  - Classification of dangerous goods
  - Packing of dangerous goods in packages
  - Marking, labelling or placarding dangerous goods
  - Packing/unpacking containers
  - Preparing transport documents for dangerous goods
  - Offering dangerous goods for transport
  - Accepting dangerous goods for transport
  - Handling dangerous goods in transport
  - Preparing dangerous goods loading/stowage plans
  - Loading/unloading dangerous goods into/from ships
  - Carrying dangerous goods in transport
- ✔ **Advanced Course** – IMDG Code training with all course content at the most advanced level
- ✔ **Refresher Course** – for those who require a refresh on the IMDG Code provisions and details of the latest Amendment update
- ✔ **Freight Forwarder** – function specific training for those in a Freight Forwarder role
- ✔ **49 CFR module** – can be taken as a standalone course or added to any of the courses mentioned above; looks at the additional requirements in 49 CFR when shipping into/from the USA under the IMDG Code provisions.

### Purchase options

To purchase visit [www.imdg-learning.com](http://www.imdg-learning.com). There are discounts for courses purchased in quantity. There is also the option of unlimited courses under annual licence.

“IMO statistics continue to reveal a high level of non-conformities when shipping dangerous goods by sea. Mandatory shore side training is key to increasing safety in the maritime mode. The TT Club recommends IMDG Code e-learning as high quality, cost-effective training for everyone in the supply chain, especially shippers and packers.”

Peregrine Storrs-Fox, Risk Management Director, TT Club

## Modular structure

The course content follows the IMDG Code recommended training requirements and comprises modules and elements. Modules correspond to chapters in the IMDG Code dealing with topics such as classification or consignment and elements are individual lessons from that chapter. At the end of each element there are tests to ensure that a good understanding of the course content is being gained as the student progresses. Students take the course at their own pace or within a set timeframe and can monitor their own progress as they proceed.

The course is 'open book' and the student should have access to the IMDG Code for reference, either in book or digital format. Using the digital version, students can hyperlink to the relevant part of the IMDG Code from their course screens.



### Configure the course

Checking the boxes configures the course according to the student's role



### Learn

Tutorial screens in the course elements use text, graphics and animation



### View the IMDG Code

Hyperlink to the relevant digital IMDG Code text



### Test student understanding

After each module there is a test of the student's understanding of the element with multiple choice and graphic based questions



### Course completion certificate

Element test scores build towards a final Course Completion Certificate score

## Flexible delivery

**Web** – web course accessible from any location for 'go anywhere, train in your own time' solutions. Administrator function for management of multiple courses.

**Intranet** – hosted on a company's own intranet system. The corporate intranet package includes powerful administrator tools to manage and monitor large student numbers training simultaneously. Significant cost savings can be gained from implementing IMDG Code e-learning across multiple offices on a local, national or global basis.

Key administrator features:

- ✓ Courses set up by designated administrators in different regions, setting pass marks and timeframes for completion
- ✓ Individual student progress monitored
- ✓ Company-specific training content can be incorporated into courses
- ✓ Access to course records and student certificates
- ✓ Re-training option ensures that students are trained at set intervals and in line with the latest Amendment of the IMDG Code (intranet systems only)

**SCORM content packages** – e-learning content for import into SCORM-compliant learning management systems.

## What the IMDG Code requires

IMDG Code e-learning meets the training requirements of IMDG Code Chapter 1.3 and is based on the recommended training needs found in 1.3.1.5 and 1.3.1.6.

The IMDG Code specifically requires:

### General awareness/familiarization training

Each person shall be trained in order to be familiar with the general provisions of dangerous goods transport provisions.

Such training shall include a description of the classes of dangerous goods; labelling, marking, placarding, packing, stowage, segregation and compatibility provisions; a description of the purpose and content of the dangerous goods transport documents (such as the Multimodal Dangerous Goods Form and the Container/Vehicle Packing Certificate); and a description of available emergency response documents.

### Function Specific training

Each person shall be trained in specific dangerous goods transport provisions which are applicable to the function that person performs. An indicative list, for guidance purposes only, of some of the functions typically found in dangerous goods transport operations by sea and training requirements is given in paragraph 1.3.1.6.

### Refresher training

For those previously trained, the training shall be periodically supplemented with refresher training to take account of changes in regulation and practice.

Records of training received according to this chapter shall be kept by the employer and made available to the employee or competent authority, upon request. Records shall be kept by the employer for a period of time established by the competent authority.

*The IMDG Code e-learning course complies with this training requirement*

# Meeting your business objectives



**"Compliance across all our operations is essential"**

IMDG Code e-learning delivers a common standard that complies with the Code's training requirements, with independent course certification.

**"I want real business benefits from my training investment"**

DG mistakes can be costly, often with delayed or rejected consignments or fines and a damaged reputation. Smoother, faster processing of DG by competent staff equals efficiency savings and improved customer service.



**"If we implement this package, will we comply with the Code?"**

Yes, e-learning is specifically designed for compliance with IMDG Code mandatory training requirements and recommendations.

**"I know that I must get trained, but my manager can't release me for a course and budgets are tight"**

Train at your own pace, in any location at any time, at a fraction of the cost of classroom training, without the additional costs of travel and absence from work.



**"Getting students to a common level before classroom training would save time and frustration for all participants"**

Students taking classroom or on-the-job training can be brought to a common start point with e-learning function-specific or general awareness training.

**"We have high staff turnover across all the job functions and a tight training budget"**

The cost per course is a fraction of traditional methods, without the travel expense and absence from work. Flexibility and control with intranet implementation make e-learning the ideal solution for high turnover staff.



**"We have hundreds of shore-side staff working with DG worldwide. We need to deliver function-specific training without complex administration"**

Administrator management function gives complete control of course setup, student progress and study goals.

## Course authors, certification and updating



The course was developed by a dedicated team with teaching, dangerous goods, project management and programming skills, with the support of industry bodies and in collaboration with the International Maritime Organization. Content and examination questions are continually reviewed by a team of experts.

The course has been assessed and certified against DNV (Det Norske Veritas) Standard for Certification of Learning Programmes. This certifies that the course has met the DNV requirements in terms of the quality of development, content and delivery of learning programmes, is properly designed, contains clear objectives for results, is designed by qualified trainers and is assessed and improved in line with market demands and experience.

The course is updated during every transition year of the IMDG Code to the latest Amendment and is also updated for errata and user feedback.

IMDG Code e-learning is sponsored by the TT Club and supported by ICHCA. It is used by half of the top 20 container lines and is recognised by many competent authorities worldwide.

**TT CLUB**

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Visit [www.imdge-learning.com](http://www.imdge-learning.com) for further information or email: [sales@existec.com](mailto:sales@existec.com)

IMDG Code e-learning is produced by Exis Technologies

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