

# Advisory Circular

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## PROVISION OF DANGEROUS GOODS INFORMATION

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### GENERAL

Advisory Circulars (ACs) are issued by the Director-General of Civil Aviation (DGCA) from time to time to provide practical guidance or certainty in respect of the statutory requirements for aviation safety. ACs contain information about standards, practices and procedures acceptable to CAAS. An AC may be used, in accordance with section 11 of the Air Navigation Act 1966 (ANA), to demonstrate compliance with a statutory requirement. The revision number of the AC is indicated in parenthesis in the suffix of the AC number.

### PURPOSE

This AC provides guidance to commercial air transport operators and aerodrome operators for the provision of relevant dangerous goods information pursuant to Regulation 25 of the Air Navigation (92 – Carriage of Dangerous Goods) Regulations 2022 (“ANR-92”).

### APPLICABILITY

This AC is applicable to:

- any foreign operator operating any aircraft into and out of Singapore for the purpose of commercial air transport, aerial work or general aviation;
- any Singapore operator;
- any operator of a Singapore registered aircraft operated for the purpose of general aviation;
- any agent of an operator mentioned above; and
- any aerodrome operator operating a certified aerodrome in Singapore.

### RELATED REGULATIONS

This AC relates specifically to Regulation 25 of ANR-92.

### RELATED ADVISORY CIRCULARS

- AC 92-2-2 – Guidance on Dangerous Goods Carried in Passenger and Crew Baggage

**CANCELLATION**

This is the first AC issued on this subject.

**EFFECTIVE DATE**

This AC is effective from 22 May 2026.

**OTHER REFERENCES**

- ICAO Technical Instructions for the Safe Transport of Dangerous Goods by Air (Doc 9284) (“ICAO TI”)
- ICAO Emergency Response Guidance for Aircraft Incidents Involving Dangerous Goods (Doc 9481)
- IATA Dangerous Goods Regulations Manual
- IATA Airport Handling Manual – Special Load-Notification to Captain.

## 1. INTRODUCTION

- 1.1 The transport of dangerous goods by air presents safety risks that require careful management and clear communication among all parties involved in various aviation related activities. Regulation 25 of ANR-92 ensures that passengers, shippers, crew members, ground personnel, and emergency responders are provided with relevant and critical information necessary to safely transport dangerous goods by air and to effectively respond to an emergency involving such goods.
- 1.2 This AC contains guidance on implementing the information provision requirements of this regulation. It addresses practical implementation considerations, coordination between various parties, and best practices for ensuring that dangerous goods information remains accessible and reaches the appropriate personnel in a timely manner.

## 2. PROVISION OF DANGEROUS GOODS INFORMATION TO THE FLIGHT CREW

- 2.1 In accordance with regulation 25(1)(a) of ANR-92, an air operator is required to provide relevant information about the dangerous goods carried on its aircraft to the pilot-in-command and ground personnel (flight operations officer, flight dispatcher etc.) having operational control responsibilities of the aircraft to enable them to carry out their responsibilities. The relevant information is specified in the ICAO TI and has to be provided as early as practicable, before the start of the flight.
- 2.2 An air operator should provide such information to the pilot-in-command on the *Notification to Captain* (NOTOC) document, which aids flight crew emergency response during flight. Manual or electronic versions of the NOTOC document may be used, following the formats recommended in the IATA Airport Handling Manual – *Special Load-Notification to Captain*.
- 2.3 During an in-flight emergency suspected to involve dangerous goods loaded in the aircraft cargo compartments, flight crew rely on NOTOC information for appropriate emergency response. To avoid delay in flight crew responses, an air operator should provide the applicable emergency response guide (ERG) code for each dangerous goods entry listed on the NOTOC.

### Multi-Sector Flight Operations

- 2.4 For multi-sector flights, an air operator should ensure that a separate NOTOC document is prepared for dangerous goods consignments transiting through that station. If transiting dangerous goods consignments are repositioned on the aircraft at a transit station, the loading staff may amend the NOTOC document to reflect the new positions.
- 2.5 Joining dangerous goods consignments loaded at a transit station may be documented on a separate NOTOC document. Alternatively, an air operator, particularly those using electronic load planning or cargo management systems to prepare electronic NOTOC documents, may prepare a new NOTOC document listing both the transit and joining dangerous goods consignments at the transit station.

### Information on Dangerous Goods Accepted in Baggage

- 2.6 An air operator has to provide information to the pilot-in-command whenever:
- medical oxygen or air cylinders;

- mercury barometers or thermometers (carried by government weather bureau representatives or similar official agencies); and
  - mobility aids powered by batteries;
- are accepted for carriage in passenger baggage in accordance with ICAO TI requirements.

- 2.7 In general, the information provided by the air operator to its flight crew should include details of the articles accepted, name of the passenger and seat number and location where the articles are loaded on the aircraft. In the case of medical oxygen or air cylinders, details of the articles should include the number of cylinders and their quantity (in kilograms). For mobility aids powered by batteries, such information should include the type of batteries and their energy capacity (voltage and watt-hour rating for non-spillable batteries and watt-hour rating for lithium-ion batteries).
- 2.8 The information on dangerous goods accepted in baggage may be provided in the NOTOC document or as supplementary information in the loadsheet. The air operator should ensure effective communication channels exist between passenger handling staff and load planning personnel to facilitate the timely provision of information to flight crew.
- 2.9 Since passenger handling staff may inadvertently omit providing this information, particularly at line stations where acceptance of such dangerous goods is infrequent, the air operator should consider the use of checklists or similar tools during acceptance to ensure all requirements, including flight crew notification, are fulfilled.

#### Verification of Loading by Ground Staff

- 2.10 After ensuring that the dangerous goods are loaded on the aircraft at the locations specified in the NOTOC document and after visually confirming that there are no leakages or damage to the dangerous goods packages or ULDs containing such packages, the staff responsible for loading the aircraft should sign or indicate on the NOTOC document, after completion of loading, that the dangerous goods were loaded in good order.

#### Transmission of NOTOC Document to Flight Crew and Acknowledgement

- 2.11 The physical NOTOC document may be handed over by ground staff to the flight crew. To indicate receipt of the information, the pilot-in-command may sign on a copy of the NOTOC document, and this copy should be retained by ground staff as part of records retained at the station of origin.
- 2.12 Alternatively, the NOTOC document may be transmitted electronically to the aircraft via the Aircraft Communications, Addressing and Reporting System (ACARS) or to the flight crew's Electronic Flight Bag (EFB). The pilot-in-command may also electronically acknowledge receipt of the information via ACARS, digital signature using the EFB or other suitable means.
- 2.13 The air operator is obligated to retain a signed copy of the NOTOC document or electronic records of this information containing acknowledgements by both the staff responsible for loading and the pilot-in-command for a minimum period of 3 months.

#### No Dangerous Goods and Special Load Transported on Aircraft

- 2.14 Since a NOTOC document is only needed whenever dangerous goods requiring information to be provided to the pilot-in-command or when special loads (perishables, valuables, human remains etc.) are transported on an aircraft, the flight crew may not receive such a document in the absence of such goods or loads on the aircraft. To avoid doubt and ensure accountability in the documentation process, an air operator should establish procedures to inform flight crew when no dangerous goods or special loads are loaded on the aircraft. Such procedures may include indicating on the loadsheet that no dangerous goods or special loads are loaded on the aircraft, or alternatively, providing a NOTOC document marked "Nil" or "No dangerous goods and special loads".

#### Information to be Provided During an Accident or Serious Incident

- 2.15 In accordance with regulation 25(1)(g) of ANR-92, an air operator must provide relevant dangerous goods information to emergency services and rescue personnel attending to the aircraft. This information refers to that provided on the NOTOC and given to the pilot-in-command of the affected aircraft. This information is to aid emergency responders in their awareness of the hazards posed by dangerous goods, including where they are loaded, when attending to the aircraft.
- 2.16 Since an occurrence may not be immediately categorised as an accident or a serious incident, the air operator should proactively provide the relevant dangerous goods information to emergency responders whenever any occurrence is suspected to involve or may result in exposure to dangerous goods carried on the aircraft (e.g., fire in cargo compartment, damaged packaging, leakage etc.).

#### Information to be Provided by the Flight Crew During In-flight Emergency

- 2.17 In accordance with regulation 25(1)(h) of ANR-92, the pilot-in-command must provide information to air traffic services about the dangerous goods transported on the aircraft in the event of an in-flight emergency and as soon as the situation permits. Wherever possible, this information should include the proper shipping name, and/or UN/ID number, the class/division and for Class 1, the compatibility group, any identified subsidiary hazards, the quantity and the location where the packages are loaded on board the aircraft. Where it is not possible to include all the information, those parts considered most relevant in the circumstances should be provided. To fulfil this requirement, the air operator should establish procedures to ensure that the NOTOC document remains readily accessible by the flight crew and relevant ground personnel (e.g., flight operations officer, flight dispatcher etc.) throughout the duration of the flight, whether in physical or electronic form.
- 2.18 During an in-flight emergency, flight crew may not have sufficient time to communicate detailed dangerous goods information on the NOTOC, particularly with multi-page NOTOC documents. To facilitate timely communication of dangerous goods information, the air operator should provide a telephone number on the NOTOC so that the flight crew may direct air traffic services to contact ground personnel (typically flight operations officers, flight dispatchers or staff responsible for flight operations) for this information.

### **3. PROVISION OF DANGEROUS GOODS INFORMATION TO PASSENGERS**

- 3.1 In accordance with regulation 25(1)(d) and (e) of ANR-92, an air operator must warn passengers of prohibited dangerous goods during ticket purchase, boarding pass

issuance, at baggage acceptance areas, and passenger boarding areas. To effectively implement this requirement, the air operator should consider the following:

- **Notice design:** Notices should contain pictorial examples (e.g., fireworks, acids, paint products, camping fuel) to aid recognition, particularly for passengers who need help with written information, and should be prominently displayed. Given the limited size of notices, transaction time, and passengers' attention spans at check-in, information should be concise and prioritise prohibited dangerous goods over carriage restrictions associated with specific items (e.g., quantity or energy capacity limits for lithium batteries).
- **Staff interaction:** When check-in staff facilitate baggage acceptance, they should draw passengers' attention to the notice, verbally seek confirmation that baggage contains no prohibited dangerous goods, and ask targeted questions about potentially problematic items (e.g., verifying that power banks or e-cigarettes have not been packed in checked baggage, no more than 2 power banks are in their carry-on baggage, etc.).
- **Online platforms and kiosks:** While websites, mobile applications, and kiosk facilities may use text-only information, pictorial examples are recommended. Where only text is used, it should be concise and easily comprehensible, avoiding lengthy text that passengers are likely to ignore. Acknowledgement mechanisms should require passengers to confirm they have been presented with the information before completing the transaction and should be designed so that this step cannot be bypassed or completed inadvertently.
- **Comprehensive guidance:** Detailed information about permitted dangerous goods — such as quantity limits for aerosol products, proper packing of lithium batteries, advance notification procedures for battery-powered mobility aids, and other specific conditions — should be provided on the air operator's website. This should be kept separate from the acknowledgement process described above, which should remain concise and focused on prohibited items. A weblink to this comprehensive information may be provided during the acknowledgement process for passengers who require further guidance.
- **Effectiveness assessment:** Air operators should regularly assess the effectiveness of passenger information through periodic reviews, passenger feedback, and incident analysis. Content should be updated in response to common passenger queries, incidents involving prohibited items, and changes to dangerous goods regulations.

#### Provision of Information by the Aerodrome Operator

- 3.2 In accordance with regulation 25(2) of ANR-92, an aerodrome operator must ensure that every passenger intending to board any aircraft departing from their aerodrome is warned and provided with information on the types of dangerous goods prohibited from being transported aboard aircraft. This information must include visual examples to aid passenger recognition of prohibited items.
- 3.3 The aerodrome operator should ensure that notices containing dangerous goods restrictions are prominently displayed at check-in counters, passenger boarding gates, security screening areas and general passenger areas.

- 3.4 Considering that an air operator is also responsible for information provision at check-in areas and boarding gates, the aerodrome operator should coordinate with air operators to avoid duplication of efforts. To complement air operators' efforts, the aerodrome operator may focus on security screening areas and general passenger areas.
- 3.5 The aerodrome operator may establish display cabinets at suitable and prominent locations within each passenger terminal showing visual examples of dangerous goods prohibited from being carried by passengers on aircraft. An illustration is as follows:



- 3.6 Items that may be displayed in the cabinet include camping stoves, propane cylinders, fireworks, cartridges, hydrogen peroxide, lighter fluid and paints.

#### **4. PROVISION OF DANGEROUS GOODS INFORMATION TO SHIPPERS AND THEIR AGENTS**

- 4.1 To prevent acceptance of undeclared dangerous goods in cargo consignments, an air operator should ensure that notices are prominently displayed at cargo acceptance points to alert shippers or freight forwarders to dangerous goods that may be hidden in general cargo consignments. These notices should include pictorial examples of

dangerous goods, including batteries, and may be placed at locations where consignment documents or cargo packages are accepted.