



## Air Cargo Training and Mail Security Optimisation Course – 3 Days

### INTRODUCTION

This course will train selected personnel involved in the Management of cargo, courier and express parcels, mail and company stores, to apply security preventative measures in accordance with approved aviation security programmes.

### Detailed Content / Topics - The following Subjects will be addressed

#### Day 1

##### INTRODUCTION TO THE COURSE

1. Official course opening
2. Explain the course aims, structure and methodology
3. Participate in 'Getting to Know Each Other' exercise.

##### CARGO SECURITY IN CONTEXT

1. Describe the threat to civil aviation security that exists worldwide.
2. Identify methods of attack used against civil aviation.
3. Identify the types of people who represent a threat to civil aviation.
4. Explain how cargo security forms part of the overall security posture of an airline/airport operator security programme.

##### CONCEPTS OF CARGO SECURITY

1. Define and explain the concept of air cargo.
2. Explain the ways in which air cargo moves.
3. Explain why air cargo has become vulnerable.
4. Examine the regulated agent concept and its implications.

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### Day 2

#### CARGO SECURITY PROCEDURES

1. Define and explain the responsibilities of aircraft operators, "known consignors" and "regulated agents".
2. Define and differentiate between 'known cargo', 'unknown cargo' and 'exempt cargo'.
3. Explain the procedures for the acceptance of known and unknown cargo by aircraft operators and regulated agents.
4. Explain the procedures for handling special cargo consignments.

#### MANAGEMENT OF CARGO SECURITY

1. Identify the role of the manager or supervisor with respect to cargo security.
2. State the legal basis and objectives for cargo physical security.
3. Explain how unauthorised access may be deterred through cargo security control procedures.
4. Explain how unauthorised access to export cargo consignments may be detected.

### Day 3

#### SECURITY OF POST OFFICE MAIL

1. State the legal basis and objectives for air mail security.
2. Define and explain the responsibilities of postal authorities.
3. Define and differentiate between 'known mail' and unknown mail', 'time sensitive mail', 'non time sensitive mail', 'transshipment mail', and exempt mail'.
4. Explain the procedures for the acceptance of 'known' and 'unknown' mail by postal authorities.
5. Recognize the acceptable procedures for the security control of air mail.
6. Final Examination

#### CLOSING ACTIVITIES

1. Examination Results
2. Evaluate the training activities of the course.
3. Participate in closing ceremony.
4. Presentation of certificates.

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## Target groups

This training is to be given in whole or in part to persons engaged in the accepting, documenting and handling of cargo, courier/express parcels, mail and operators supplies, so that these persons can apply appropriate security preventative measures in accordance with approved aviation security programmes.

## Pre-requisites

Trainees should satisfy the following criteria:

1. Trainees should have written and oral command of the language of instruction
2. Trainees should ideally be engaged in handling, accepting or documenting cargo capacity within organizations mentioned in the target population.

## Learning Objectives

Upon completion of the course, trainees will be able to:

- a) Appreciate the origin and purpose of security measures and procedures necessary for the protection of cargo, courier/express parcels, mail and operators supplies;
- b) Understand the nature of the threat posed to aircraft by explosives and other dangerous substances;
- c) Apply appropriate security controls to cargo consignments;
- d) Inspect screen or search consignments in accordance with prescribed security principles;
- e) Ensure that all cargo facilities, vehicles, containers and equipment are subject to security control;
- f) Apply proper responses action to an airline security emergency related to suspect cargo.

## Duration

3 Days – Each training day will commence at 09.00 and finish at 17.00, with appropriate refreshment breaks.

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