



Instructor / Assessor Qualification (as of 01.01.2023)

Please note: The information contained in this document is subject to change.

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MODIFIED

	DG related qualification requirements (for instructors / assessors working for an employer based in Switzerland / Liechtenstein)	Demonstration / Assessment (checked by FOCA upon oversight activities)
DG knowledge	For all instructors/assessors DG "training and assessment" at least for the knowledge they intend to train/assess.	Record of "training and assessment" (e.g. <i>certificate</i>)
	Validity of DG knowledge qualification 24 months. Extension of validity of qualification Recurrent "training and assessment" or at least one training performed in the last 24 months on the knowledge they intend to train. Note: All instructors/assessors shall continuously keep themselves informed of regulatory amendments.	Record of recurrent "training and assessment" or evidence of conduction of training Evidence (e.g. " <i>read and sign</i> ")
Operational experience	1. For new instructors/assessors a) Experience in a function directly involved in the transport of DG within the operational environment they intend to train/assess: <ul style="list-style-type: none"> • <u>Operators</u>: <ul style="list-style-type: none"> ➢ DG for DG- or Non-DG operations ➢ Non-DG for Non-DG operations or; <ul style="list-style-type: none"> • <u>Entities other than operators</u> b) <u>Duration of the experience required for instructors:</u> at least 6 months, accomplished during the last 5 years before instructing. Note: for assessors, same experience duration recommended as for instructors (but not mandatory). 2. Grandfather rights Individuals acting as instructors/assessors between 01.01.2021 and 31.12.2022 for an employer based in Switzerland/Liechtenstein may continue to train within the same operational environment without complying with points 1a and 1b. If these individuals intend to instruct/assess from 01.01.2023 in any other operational environment, the requirements under points 1a and 1b have to be fulfilled. 3. Validity of operational experience In case of an interruption in instructing of more than <u>five</u> consecutive years the operational experience loses its validity and must be acquired again by fulfilling the requirements under point 1.	Provisions of documents such as: <ul style="list-style-type: none"> • CV • Work certificate delivered by each former DG related employer • Job description (may be included in work certificates)



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	DG related qualification requirements (for instructors / assessors working for an employer based in Switzerland / Liechtenstein)	Demonstration / Assessment (checked by FOCA upon oversight activities)
Pedagogical skills (instruction)	<p>For new instructors Must demonstrate or be assessed as competent in instruction.</p> <p>The following approach is a way to acquire this competence:</p> <ol style="list-style-type: none"> 1. Attend the course (to be taught) as an observer; 2. Prepare a course and co-facilitate it with an experienced instructor; 3. Individually teach a complete course and, ideally, lead or establish a complete training program. <p>For individuals already acting as instructors between 01.01.2021 and 31.12.2022 Same requirements as for new instructors <u>or</u> at least one training performed in this period. Nevertheless, the above-mentioned pedagogical skills qualifications requirements are highly recommended.</p>	<p>For new instructors Evidence of demonstration and/or assessment (e.g. <i>certificate of assessment provided by the current employer</i>)</p> <p>For individuals already acting as instructors between 01.01.2021 and 31.12.2022</p> <ul style="list-style-type: none"> • Evidence of demonstration and/or assessment <p>or;</p> <ul style="list-style-type: none"> • Evidence of conduction of training
	<p>Validity of pedagogical skills qualification 24 months.</p> <p>Extension of validity of qualification At least one training performed in the last 24 months.</p>	Evidence of conduction of training
Company familiarization	Instructors must be familiar with the dangerous goods strategy, operations, specific procedures of the trainee's company and the trainee's exact functions.	Will be checked upon inspection