

ULDCARE-CHECK

On Airport Transport of ULD

This checklist is created by ULD CARE as an aid to organizations working with ULD to conduct audits on various aspects of their ULD operations and so support a process of continuous improvement. It is an operational level document, while not intended to replace any formal quality/airworthiness requirements that any organization may have in place, its use should assist ULD managers achieve a better operating environment for their ULD

ULD CARE does not expect the users of this check list to feedback the results of any audits, they are intended for internal use, however users are most certainly welcome to share their experiences of using this process to assist ULD CARE developing this tool.

To carry out the check will require both a physical “on the spot” inspection to assess the “hard criteria” and also a discussion with the manager responsible for this aspect of ULD operations to assess the “soft criteria” .

Introduction to the ULDCARE-CHECK on “On Airport Transport of ULD”

The transport of built up or empty ULD around an airport is very common and apparently simple practice, carried out 24/7 at thousands of airports around the world. When carried out correctly the ULD will not suffer any kind of damage and the entire process from start to finish can be concluded easily and safely, on the other hand if certain basic requirements are ignored it can lead to multiple problems.

For ULD transport operations to be performed reliably trained operators, working to established practices and using proper equipment that is in good order are required, shortcomings in any of these aspects can and will lead to unexpected outcomes.

This check list is applicable to any situation where ULD are being transported regardless of distance or location on airport. It will assist ULD owners and those involved in ULD transport operations to carry out an objective assessment of their operations and determine where improvements are required.

Section 1. Check Form

Aspect of Inspection	Specific requirement	Evaluation Criteria	Comply /Fail	Auditor Comments
1. General Principles/management level	All transport of ULD is carried out in a planned and organized manner	The organization carrying out any transport of ULD on airport shall have created a set of practices and procedures, taking into account ULDR Section 9.5.		
	Written procedures for the transport of ULD exist and are communicated to operations staff	All persons performing ULD transport activity shall have been provided with a set of operating instructions defining the manner in which these operations shall be carried out		
	Training of staff carrying out transport of ULD on airport	Operators shall have completed a Basic level ULD training within the last 2 years.		
	Supervisor competence and capability	Supervisors shall have undertaken a Complete Level ULD training and have accumulated significant experience in the transport of ULD on airports,		
2. Physical arrangements	Construction of dolly's/vehicles/transporters	All dolly/vehicle used for the transport of ULD designed and constructed such that the ULD can be located on the device without incurring damage during the entire operation. To meet this condition the dolly/vehicle shall be equipped with rollers or similar support devices that meet the standards in AHM 911 (ULDR Appendix C)		
	Availability of dolly's/vehicles	No evidence of a shortage of correctly sized dolly/vehicles anywhere on the airport except under exceptional circumstances.		

	Maintenance condition of dolly/vehicle	The structure of the dolly/vehicle shall be in an undamaged condition and all moving parts such as rollers/casters/stoppers shall be in good condition and 100% present.		
3. Operations	Securing of ULD on dolly/vehicle	100% of all ULD on all dollies/vehicles shall be restrained through the use of stoppers/guides in fore/aft/sideways and vertical directions except at the time of transfer on or off the dolly/vehicle		
	Loose netting, straps, plastic sheet etc.	Loaded pallets being transported shall not have any loose items such as loose netting, straps, plastic sheet or any other item that might get caught during transport		
	Load stability	Only those pallet loads that are stably built are being transported		
	Container doors	100% of containers are being transported with doors secured either fully open or fully closed		
	Loose/detachable ULD components	Any components of the ULD that are detachable from the main structure are properly secured		
	Observance of speed limits and other driving regulations	Drivers are aware of and comply with airport speed limits.		
	ULD are correctly located on dollies/vehicles	ULD are placed on dollies in such a manner that the risk of damage to the ULD is eliminated or minimized		
	Transfer of ULD	Transfer of ULD on/off dollies is carried out without risk of damage to the ULD		
	Transport of 16/20 ft. pallets	Only those dollies/vehicles designed to carry 16/20 ft. pallets shall be used for the transport of these size pallets.		

Section 2.Assessment guidance/Acceptable means of compliance/IATA ULD Reference

Aspect of Inspection	Check Item	Guidance	ULD Regulations Reference:
1. General Principles/management level	All transport of ULD is carried out in a planned and organized manner	Organization providing any kind of ULD transport on airport shall be fully knowledgeable of the requirements for carry out this activity as laid out in ULDR 9.5 and have established internal operations processes covering this activity	9.5.1
	Written procedures for the transport of ULD exist and are communicated to operations staff	Organization will have available and provided to all operations staff a complete set of procedures for the transport of ULD	9.5.1
	Training of staff carrying out transport of ULD on airport	All operations staff to have undertaken ULD training at Basic level	9.5.2
	Supervisor competence and capability	Supervision of all ULD transport operations shall be by persons having both the training and experience necessary to adequately control these activities	9.5.1/9.5.2
2. Physical arrangements	Construction of dolly's/vehicles/transporters	The ULD critical requirements of the dolly/vehicle shall comply with AHM 911 (ULDR Appendix C) in all respects. This standard is a minimum requirement for any ULD dolly/vehicle.	9.5.3
	Availability of dolly's/vehicles	Any providers of on airport ULD transport shall have sufficient equipment to handle normal ULD operations with sufficient spare capacity to handle all but exceptional situations.	9.5.3
	Maintenance condition of	There should be no signs of	9.5.3

	dolly/vehicle	damage/deterioration in the dolly/vehicle condition, including the structure and all moving parts.	
3. Operations	Securing of ULD on dolly/vehicle	An unsecured ULD is a significant risk. Except during actual transfer on /off the dolly/vehicle any ULD on a dolly/vehicle must be secured in all directions including upwards.	9.5.4
	Loose netting, straps, plastic sheet etc.	Any loose objects must be secured during transport	9.5.4
	Load stability	Operators are capable of assessing the suitability of loaded pallets for transport. Particular attention required for 118" high loads and/or lower deck loads with overhanging contours	9.5.4
	Container doors	100% of container doors shall be secured against uncontrolled movement during transport, either through securing fully closed or fully open position.	9.5.4
	Loose/detachable ULD components	Some types of ULD may have components that are removable, during transport these must be correctly stowed/secured	9.5.4
	Observance of speed limits and other driving regulations	Speed limits are observed and dollies are operated at speeds that do not expose the ULD to excessive vibration.	9.5.4
	ULD are correctly located on dollies/vehicles	All ULD are located on dollies in appropriately sized /positioned locations such that the ULD size matches the stoppers/locks/guides on the dolly.	9.5.4
	Transfer of ULD	Transfer of ULD on/off the dolly/vehicle is performed so that the ULD are not exposed to risk of damage through either large horizontal or vertical gaps between the dolly and adjacent device.	9.5.4
	Transport of 16/20 ft. pallets	Where 16/20 ft. pallets are transported, either	9.5.4

		loaded or empty or stacked the equipment used shall be fully designed/suitable for these size of pallets	
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