



*Council on Safe Transportation of Hazardous Articles*

## **Policy for Participation in COSTHA Air Carrier Roundtable Meetings and Membership**

The Council on Safe Transportation of Hazardous Articles, Inc. (COSTHA) Air Carrier Roundtable (ACRT) is a group of COSTHA member certificated air carrier companies that by the nature of their companies share a special interest in specific regulatory issues. Currently the group is comprised of COSTHA members that are certificated cargo, passenger, regional, national, international air carriers, helicopter operators, as well as entities with private fleets that are active in the air operations with safety and compliance responsibilities related to dangerous goods.

The air carrier's representative participating in the ACRT must have direct responsibility for the hazardous materials/dangerous goods program(s) for their respective airline.

ACRT members restrict participation in their meetings to facilitate open dialogue related to their operations safety objectives, policies, and procedures. The ACRT activities focus on engagement and participation on issues encountered by air carriers in their operations, not issues between air carriers and shippers. Therefore, ACRT meetings are structured such that regulatory and legislative representatives and guests are invited to participate in designated timeframes for their meetings.

- All entities (i.e., shippers, suppliers, trade associations, union groups, Indirect Air Carriers (IAC), ground handling agents, contracted service providers, etc.) interested in participating and/or presenting during an ACRT meeting must submit discussion topics for review and approval by the ACRT management team and COSTHA Staff. If approved, these entities would be invited by COSTHA Staff to a specific ACRT meeting. Approval for one ACRT meeting does not indicate approval for all ACRT activities.
  - If approached by a union group, COSTHA will ask for a list of topics that they would like to discuss and approach other union groups to see if they would also like to participate to encourage a greater level of interaction.
- ACRT members must submit a written request for approval to COSTHA for a representative from a contracted service provider or consultant to participate on their behalf in the ACRT. This request must be approved by the ACRT management team and COSTHA staff to participate in the ACRT meetings.
  - If the approved representative from the contract service provider changes, this approval is not automatically transferable to a new representative from this company. A new written approval must be submitted from the ACRT member company for this new representative.
- Designated COSTHA member aviation industry groups such as IATA and A4A have been approved to attend designated times during the ACRT meetings.

**Council on Safe Transportation of Hazardous Articles**

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### **Application for Participation / Membership for COSTHA ACRT**

If your company does not meet the above criteria for membership in the COSTHA ACRT, you are required to complete and submit this application for review and approval by the ACRT Management Team. You will be notified in writing of your application status. If your application is approved, you will be added to the ACRT membership (i.e., website, email distribution, and calendar invitations, etc.).

Note: This application is not required for the scenarios listed below.

- Entities (i.e., shippers, suppliers, trade associations, union groups, Indirect Air Carriers (IAC), ground handling agents, contracted service providers, etc.) interested in participating and/or presenting during an ACRT meeting. Your request to participate or participate must be submitted by email to [mail@costha.com](mailto:mail@costha.com) and include discussion topics for review and approval by the ACRT management team and COSTHA Staff. These written requests must be approved by the ACRT management team and COSTHA staff to participate in the ACRT meetings.
- If you want to request that a contracted service provider or consultant participate on behalf of your COSTHA member air carrier roundtable company, this request must be submitted by email to [mail@costha.com](mailto:mail@costha.com). These written requests must be approved by the ACRT management team and COSTHA staff to participate in the ACRT meetings.
- Designated COSTHA member aviation industry groups such as IATA and A4A have been approved to attend designated times during the ACRT meetings.

Please indicate the type of operation below.

**1. Indicate Airline Operation Type:**

|   |   |
|---|---|
| <input type="checkbox"/> certificated cargo | <input type="checkbox"/> international air carriers   |
| <input type="checkbox"/> passenger          | <input type="checkbox"/> helicopter operations        |
| <input type="checkbox"/> regional           | <input type="checkbox"/> private air fleet            |
| <input type="checkbox"/> national           | <input type="checkbox"/> other (please explain) _____ |

**2. FAA Certification type and number:** \_\_\_\_\_

**3. Operations type (i.e., Part 121, 129, 135, etc.):** \_\_\_\_\_

**4. Name and Title of individual with Dangerous Goods / Hazardous Materials responsibilities:** \_\_\_\_\_

By signing below, the designated representative is certifying the above information is true and accurate and confirms that they have direct responsibility for the hazardous materials/dangerous goods program(s) for their respective company.

|                 |  |
|-----------------|--|
| Applicant Name  |  |
| Applicant Title |  |
| Company Name    |  |
| Date            |  |
| Signature       |  |

Submit completed application to [mail@costha.com](mailto:mail@costha.com).

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