

澳門特別行政區
REGIÃO ADMINISTRATIVA ESPECIAL DE MACAU



民航局
AUTORIDADE DE AVIAÇÃO CIVIL
CIVIL AVIATION AUTHORITY

AACM “DG Permit Application” User Manual

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0. System Overview

- Prior to making any DG permit application, Air Operator / Agent shall have possessed or shall apply an account (either Airline Account or Agent Account) of the AACM Flight Application System. This shall be followed by uploading all required “Operators Document” and “Aircraft Document” to the System.

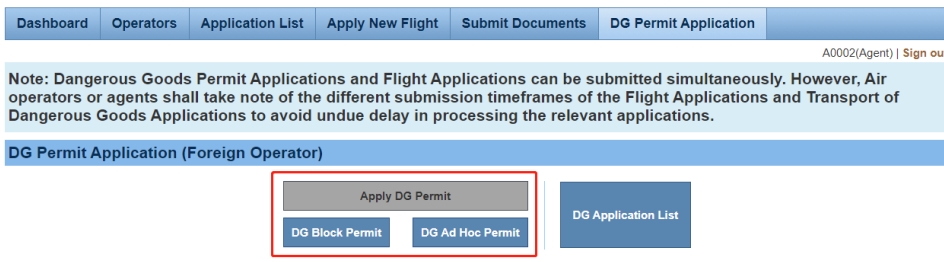
Remark: For details of registration of account and submission of aforementioned documents, please refer to the relevant chapters of the AACM Flight Application System Airline/Agent Account User Manual.

- For DG permit application, file size of each document to be uploaded to the System is **10Mb maximum**, and should be in either .pdf (preferably searchable) or .jpg format.
- Always check carefully your application or files uploaded before the submission to AACM. Always “Save” before “Submit”.
- Data or documents being “Saved” are only saved at the applicant’s Account level, please ensure to **click “Submit”** to submit a formal application to the AACM.

1. DG Permit Application

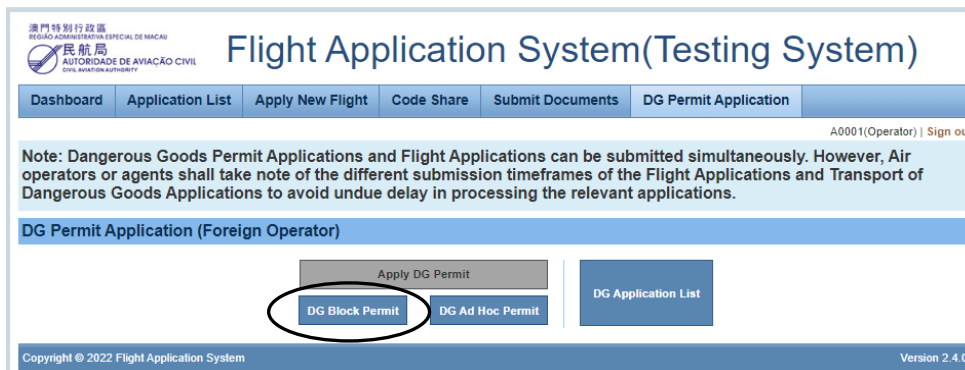
1.1. Apply DG Permit

After logging-in to the Flight Application System, click “DG Permit Application” as shown below. There are two types of DG Permit Application: DG Block Permit and DG Ad Hoc Permit.



DG Permit Application

1.1.1. DG Block Permit



After clicking “DG Block Permit” , “Apply DG Permit” page as below will be shown.

The screenshot shows the "Apply DG Permit" page. At the top, there is a navigation bar with tabs: Dashboard, Operators, Application List, Apply New Flight, Submit Documents, and DG Permit Application. The user is logged in as A0002(Agent) and can click 'Sign out'. Below the navigation bar, there is a section titled "Apply DG Permit". This section contains a note: "Note - Initial Application shall be made at least one month prior to the intended date of carriage for the first shipment. Renewal Application shall be applied at least 10 working days before the expiry date of the existing permit." Below the note, there are instructions: "Instructions: 1. Please read Aeronautical Circular - AC/OPS/005 before completing this form. 2. Incomplete application package will be rejected or cause delay in processing the application. 3. A Block Permit is granted for flights up to a period of 12 months. 4. For any queries, please contact us at flightstandards@aacm.gov.mo". Below the instructions, there is a section titled "General Information:". This section contains the following fields: "Type of Application:" (Block Permit), "Name of Operator:" (with a search button), "Name of Operator stated on AOC:" (with a note: "This must be the same as appeared on the AOC or equivalent document (case sensitive)"), and "Nature of Application:". Below the "General Information:" section, there is a section titled "Name and contact details of person within the operator's head office with overall responsibility for the carriage of dangerous goods by air:". This section contains the following fields: "Name(BLOCK LETTERS):", "Tel:", "Company title & Department:", "Email:", and "Address:".

Step 1: applicant shall firstly read the following Note / Instructions carefully before proceeding forward.

Note – Initial Application shall be made **at least one month** prior to the intended date of carriage for the first shipment.
Renewal Application shall be applied **at least 10 working days** before the expiry date of the existing permit.

Instructions:

1. Please read Aeronautical Circular - AC/OPS/005 before completing this form.
2. Incomplete application package will be rejected or cause delay in processing the application.
3. A Block Permit is granted for flights up to a period of 12 months.
4. For any queries, please contact us at flightstandards@aacm.gov.mo

Step 2: fill in all the applicable fields.

- 1) **Type of Application** – will be generated automatically.
- 2) **Name of Operator** –
 - For Airline Account user: the name of operator will be generated automatically
 - For Agent Account user: click “Search” to select the Operator from the “Operator List”, then select the operator of the flight.

The screenshot shows the 'DG Permit Application' section of the system. It includes a navigation bar with 'Dashboard', 'Operators', 'Application List', 'Apply New Flight', 'Submit Documents', and 'DG Permit Application'. Below the navigation bar, there is a user profile 'A0002(Agent) | Sign out' and a link 'Apply DG Permit --> Select Operator'. The main content area is titled 'Operator List' and contains a 'Filter Criteria' section with input fields for 'Operator Name', 'IATA Operator Code', and 'ICAO Operator Code', along with 'Search' and 'Reset' buttons. Below the search fields is a 'Search Result' section showing a table with 4 results. The table has columns for 'Operator Name', 'IATA Operator Code', 'ICAO Operator Code', 'Status', and 'Functions'. The 'Functions' column contains a 'select' button for each row, which is highlighted with a red box in the image.

Operator Name	IATA Operator Code	ICAO Operator Code	Status	Functions
MY JET XPRESS AIRLINES SDN. BHD.	NEP	N7	Submitted	select
National Air Cargo Group, Inc	NAA	NA	Submitted	select
Seven Wonder Airlines	SWA	SW	Submitted	select
VIETJET AVIATION JOINT STOCK COMPANY	VJC	VJ	Submitted	select

Operator List

- 3) **Name of Operator stated on AOC** – the Name of Operator must be EXACTLY the same as appeared on the AOC or equivalent document (case sensitive) and must be in **CAPITAL LETTERS** (eg: “MACAU AIRLINES CO” LTD.)
- 4) **Nature of Application** – select “Initial Issue” or “Renewal”.
 - Initial Issue: select “Target Date of Operation”

Remark: Initial Application shall be made at least one month prior to the intended date of carriage for the first shipment.
 - Renewal: fill in “DG Block Permit No.” and “Expiry Date of Permit”

Remark: Renewal Application shall be applied at least 10 working days before the expiry date of the existing permit

- 5) **Name and contact details of person within the operator’ s head office with overall responsibility for the carriage of dangerous goods by air** - Enter the name and contact details of the person as indicated.
- 6) **Name and contact details of person in the operator’ s Macao office (if available) with overall responsibility for the carriage of dangerous goods by air** – Enter the name and contact details of the person as indicated. If the operator does not have an office in Macao, please select “Operator has no Macau Office”.
- 7) **Name and contact details of handling agent in MACAO with responsibility for handling of dangerous goods on behalf of the operator** - Enter the name of the handling agent (eg. Menzies Macau Airport Services), followed by the name and contact details of the person as indicated.
- 8) **Type of Operation** – depending on the type of operations to be requested for the transport of dangerous goods by air, select “Passenger Flight”, “Passenger and Cargo Flight” or “Cargo Flight” from the pull down menu.
- 9) **State of Operator** - the Name of Authority must be the same as appeared on the AOC or equivalent document (case sensitive) (eg. Civil Aviation Authority of XXX).
- 10) **Air Operator’ s Certificate (AOC) Number** – please fill in the details as appeared on the AOC or equivalent document (case sensitive).

Click “Save” when all the information are inputted, the “DG Application Details” page will be displayed as below.

Dashboard	Operators	Application List	Apply New Flight	Submit Documents	DG Permit Application
DG Application List --> View					A0002(Agent) Sign out
DG Application Details					
General Information:					
Type of Application:	Block Permit		Create Date:	04/01/2023 15:43	
Application No.:			Application Date:		
Approval No.:			Status Date:		
Name of Operator:	Seven Wonder Airlines		Status:	Editing	
Name of Operator stated on AOC:	<input type="text" value="Seven Wonder Airlines"/>		<small>This must be the same as appeared on the AOC or equivalent document (case sensitive)</small>		
Nature of Application:	<input type="text" value="Initial Issue"/>				
Target Date of Operation:	<input type="text" value="28/02/2023"/>				

DG Application Details

Step 3: Click “Add Document” to upload relevant documents.

Document List	
Total: 0	Add Document
No data to display.	
Declaration:	
Name and contact details of person responsible for this application:	

Add Document List

The following screen will be displayed.

Select	Item	Type of Document to be submitted	File	Fields	Fields to input
A. GENERAL					
<input type="checkbox"/>	1	Copy of Air Operator's Certificate (AOC)	Relevant documents have been submitted	Operator Name	Seven Wonder Airlines
				Expiry Date	31/07/2025 <input type="checkbox"/> No expiry date
<input type="checkbox"/>	2	Copy of Operations Specifications	Relevant documents have been submitted	Operator Name	Seven Wonder Airlines
<input checked="" type="checkbox"/>	3	Copy of dangerous goods permit granted by appropriate authority of the State of the operator permitting the transport of dangerous goods <i>No specific DG permit is issued by the appropriate authority of the State of the Operator. DG permission is reflected on the Operations Specification</i>	选择文件 未选择任何文件 Uploaded File No File	Operator Name	<input type="text"/>
				Expiry Date	<input type="text"/> <input type="checkbox"/> No expiry date
<input checked="" type="checkbox"/>	4	Details of operator's dangerous goods training programs for crew members	选择文件 未选择任何文件 Uploaded File No File		
<input checked="" type="checkbox"/>	5	Details of operator's dangerous goods training programs for ground staff	选择文件 未选择任何文件 Uploaded File No File		
<input checked="" type="checkbox"/>	6	Training records of the operator's crew members	选择文件 未选择任何文件 Uploaded File No File		
<input type="checkbox"/>	7	Training records of the operator's ground staff	选择文件 未选择任何文件 Uploaded File No File		
<input checked="" type="checkbox"/>	8	Flight schedule or letter of intent for the carriage of dangerous goods for which the block permit is applied for	选择文件 未选择任何文件 Uploaded File No File	Period of Intended Operation	From: <input type="text"/> <input type="text"/> To: <input type="text"/> <input type="text"/>

Upload DG Application Document

A. GENERAL

11) **Copy of Air Operator's Certificate (AOC)** - this must be uploaded through the Submit Document Module. If this has already been done previously, the message “Relevant documents have been submitted” will be displayed, and the fields Operator Name and Expiry Date will be filled in automatically. If this has not been done, the following message will be displayed to remind the applicant to upload the relevant document. Click “Go to the “Operator Document” of “Submit Documents” interface to submit” will direct the applicant to the Submit Document Module to upload documents.

Select	Item	Type of Document to be submitted	File	Fields	Fields to input
A. GENERAL					
	1	Copy of Air Operator's Certificate (AOC)	Go to the “Operator Document” of “Submit Documents” interface to submit.	Operator Name	<input type="text"/>
				Expiry Date	<input type="text"/> <input type="checkbox"/> No expiry date

Copy of Air Operator's Certificate (AOC)

- 12) **Copy of Operations Specifications** - this must be uploaded through the Submit Document Module. If this has already been done previously, the message “Relevant documents have been submitted” will be displayed, and the fields Operator Name will be filled in automatically. If this has not been done, the following message will be displayed to remind the applicant to upload the relevant document. Click “Go to the “Operator Document” of “Submit Documents” interface to submit” will direct the applicant to the Submit Document Module to upload documents.

Select	Item	Type of Document to be submitted	File	Fields	Fields to input
A. GENERAL					
	1	Copy of Air Operator's Certificate (AOC)	Go to the “Operator Document” of “Submit Documents” interface to submit.	Operator Name Expiry Date	<input type="text"/> <input type="text"/> No expiry date <input type="checkbox"/>
	2	Copy of Operations Specifications	Go to the “Operator Document” of “Submit Documents” interface to submit.	Operator Name	<input type="text"/>

Copy of Operations Specifications

- 13) If a “tick” appears next to the document to be submitted, those documents are mandatory and must be uploaded.

Select	Item	Type of Document to be submitted	File	Fields	Fields to input
A. GENERAL					
	1	Copy of Air Operator's Certificate (AOC)	Relevant documents have been submitted	Operator Name Expiry Date	Seven Wonder Airlines <input type="text"/> 31/07/2025 No expiry date <input type="checkbox"/>
	2	Copy of Operations Specifications	Relevant documents have been submitted	Operator Name	Seven Wonder Airlines
<input checked="" type="checkbox"/>	3	Copy of dangerous goods permit granted by appropriate authority of the State of the operator permitting the transport of dangerous goods <input type="checkbox"/> No specific DG permit is issued by the appropriate authority of the State of the Operator, DG permission is reflected on the Operations Specification	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File	Operator Name Expiry Date	<input type="text"/> <input type="text"/> No expiry date <input type="checkbox"/>
<input checked="" type="checkbox"/>	4	Details of operator's dangerous goods training programs for crew members	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File		
<input checked="" type="checkbox"/>	5	Details of operator's dangerous goods training programs for ground staff	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File		
<input checked="" type="checkbox"/>	6	Training records of the operator's crew members	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File		
<input type="checkbox"/>	7	Training records of the operator's ground staff	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File		
<input checked="" type="checkbox"/>	8	Flight schedule or letter of intent for the carriage of dangerous goods for which the block permit is applied for	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File	Period of Intended Operation From To	<input type="text"/> <input type="button" value="选择日期"/> <input type="text"/> <input type="button" value="选择日期"/>

Upload DG Application Document

B. OPERATIONS MANUAL DANGEROUS GOODS SEGMENTS

14) In this part if a manual to be uploaded is applicable to more than one item listed in Part B, that document shall only be uploaded ONCE. However, it must be noted that all fields to be input must be completed.

B. OPERATIONS MANUAL DANGEROUS GOODS SEGMENTS
Note for upload of documents - If a manual to be uploaded is applicable to more than one item listed in Part B, that document shall only be uploaded ONCE.

<input checked="" type="checkbox"/>	9	The operator requires its employees including agents acting for the operator to be trained in dangerous goods	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File	Operations Manual or Other Manual (specify) Reference in the Applicable Manual	
<input checked="" type="checkbox"/>	10	The operator has training programs that are approved by the State of authority of the operator	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File	Operations Manual or Other Manual (specify) Reference in the Applicable Manual	
<input checked="" type="checkbox"/>	11	The operator maintains dangerous goods training records of its employees	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File	Operations Manual or Other Manual (specify) Reference in the Applicable Manual	
<input checked="" type="checkbox"/>	12	The operator ensures knowledge is current by specifying the duration before recurrent training is required	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File	Operations Manual or Other Manual (specify) Reference in the Applicable Manual	
<input checked="" type="checkbox"/>	13	Emergency response information is available to the pilot-in-command/other crew members	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File	Operations Manual or Other Manual (specify) Reference in the Applicable Manual	
<input checked="" type="checkbox"/>	14	Procedures requiring the report of dangerous goods incidents and accidents to the authorities of the state in which it occurs	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File	Operations Manual or Other Manual (specify) Reference in the Applicable Manual	
<input checked="" type="checkbox"/>	15	Procedures requiring the report of undeclared or misdeclared dangerous goods discovered in cargo, mail or passenger baggage to the authorities of the state in which it occurs	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File	Operations Manual or Other Manual (specify) Reference in the Applicable Manual	
<input checked="" type="checkbox"/>	16	In the event of an aircraft accident or serious incident, the operator has procedures to provide information without delay to emergency service responders about dangerous goods on board	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File	Operations Manual or Other Manual (specify) Reference in the Applicable Manual	

Save

B. OPERATIONS MANUAL DANGEROUS GOODS SEGMENTS

After all required documents have been uploaded, click “Save” to return to the DG Application Details page. The Document List part will show the list of documents uploaded and their relevant information as below.

Document List			
Total: 16 Update Document Preview Document			
Item	Description	Field	Functions
1	Copy of Air Operator's Certificate (AOC)	Operator Name: Seven Wonder Airlines Expiry Date: 31/07/2025	
2	Copy of Operations Specifications	Operator Name: Seven Wonder Airlines	
3	Copy of dangerous goods permit granted by appropriate authority of the State of the operator permitting the transport of dangerous goods	Operator Name: Seven Wonder Airlines Expiry Date: 07/10/2023	
4	Details of operator's dangerous goods training programs for crew members		
5	Details of operator's dangerous goods training programs for ground staff		
6	Training records of the operator's crew members		
7	Training records of the operator's ground staff		Delete
8	Flight schedule or letter of intent for the carriage of dangerous goods for which the block permit is applied for	Period of Intended Operation From: 28/02/2023 Period of Intended Operation To: 28/02/2024	
9	The operator requires its employees including agents acting for the operator to be trained in dangerous goods	Operations Manual or Other Manual (specify): Ops Manual Part A Reference in the Applicable Manual: Chapter 1.1	
10	The operator has training programs that are approved by the State of authority of the operator	Operations Manual or Other Manual (specify): Ops Manual Part A Reference in the Applicable Manual: Chapter 1.2	

Document List

On the Document List of the DG Application Details page:

- Click “Update Document” to update document
- Click “Preview Document” to preview document

Step 4:

15) **Declaration** – The Applicant is required to complete this section by carefully read and tick the following statements before submitting the application.

Declaration:

Name and contact details of person responsible for this application:

Name(BLOCK LETTERS): Tel:

Company title & Department: Email:

I declare that:

The information given in this application package is true and correct to the best of my knowledge and belief;

All dangerous goods consignment(s) are to be transported in accordance with the provisions of Annex 18 to the Convention on International Civil Aviation and the current edition of the ICAO Technical Instructions as well as the Air Navigation Regulation of Macao.

Declaration

- Click “Save” and the input data will be saved
- Click “Delete” to delete the application. It must be noted that an application can only be deleted BEFORE submission.
- Click “Submit” and the application will be submitted to the AACM.

Declaration:

Name and contact details of person responsible for this application:

Name(BLOCK LETTERS): Tel:

Company title & Department: Email:

I declare that:

The information given in this application package is true and correct to the best of my knowledge and belief;

All dangerous goods consignment(s) are to be transported in accordance with the provisions of Annex 18 to the Convention on International Civil Aviation and the current edition of the ICAO Technical Instructions as well as the Air Navigation Regulation of Macao.

DG Application Details

After the application is “Submitted”, click “Cancel this Application” and the application will be cancelled. It must be noted that an application cannot be cancelled once it is approved or rejected.

Declaration:

Name and contact details of person responsible for this application:

Name(BLOCK LETTERS): Tel:

Company title & Department: Email:

I declare that:

The information given in this application package is true and correct to the best of my knowledge and belief;

All dangerous goods consignment(s) are to be transported in accordance with the provisions of Annex 18 to the Convention on International Civil Aviation and the current edition of the ICAO Technical Instructions as well as the Air Navigation Regulation of Macao.

DG Application Details under “Submitted” Status

1.1.2. DG Ad Hoc Permit

澳門特別行政區
REGIÃO ADMINISTRATIVA ESPECIAL DE MACAU
民航局
AUTORIDADE DE AVIAÇÃO CIVIL
CIVIL AVIATION AUTHORITY

Flight Application System(Testing System)

Dashboard Application List Apply New Flight Code Share Submit Documents DG Permit Application

A0001(Operator) | Sign out

Note: Dangerous Goods Permit Applications and Flight Applications can be submitted simultaneously. However, Air operators or agents shall take note of the different submission timeframes of the Flight Applications and Transport of Dangerous Goods Applications to avoid undue delay in processing the relevant applications.

DG Permit Application (Foreign Operator)

Apply DG Permit
DG Block Permit **DG Ad Hoc Permit** DG Application List

Copyright © 2022 Flight Application System Version 2.4.0

Click “DG Ad Hoc Permit” , “Apply DG Permit” page as below will be shown.

Dashboard Operators Application List Apply New Flight Submit Documents DG Permit Application

A0002(Agent) | Sign out

Apply DG Permit

Note - Application shall be made at least 7 working days prior to the intended date of carriage.

Instructions:

1. Please read Aeronautical Circular - AC/OPS/005 before completing this form.
2. Incomplete application package will be rejected or cause delay in processing the application.
3. An Ad Hoc Permit is only granted for the carriage of dangerous goods for a **single return flight**.
4. For any queries, please contact us at flightstandards@aacm.gov.mo

General Information:

Type of Application: Ad Hoc Permit

Name of Operator: Search

Name of Operator stated on AOC:

This must be the same as appeared on the AOC or equivalent document (case sensitive)

Name and contact details of person within the operator's head office with overall responsibility for the carriage of dangerous goods by air:

Name(BLOCK LETTERS): Tel:

Company title & Department: Email:

Address:

Apply DG Permit - Ad Hoc Permit

Step 1: Applicant shall firstly read the following Note / Instructions carefully before filling the application.

Note - Application shall be made at least 7 working days prior to the intended date of carriage.

Instructions:

1. Please read Aeronautical Circular - AC/OPS/005 before completing this form.
2. Incomplete application package will be rejected or cause delay in processing the application.
3. An Ad Hoc Permit is only granted for the carriage of dangerous goods for a **single return flight**.
4. For any queries, please contact us at flightstandards@aacm.gov.mo

Step 2: fill in all the applicable fields.

- 1) **Type of Application** – will be generated automatically.
- 2) **Name of Operator** –
 - For Airline Account user: the name of operator will be generated automatically
 - For Agent Account user: Click “Search” to select the Operator from the “Operator List”, then select the operator of the flight.

Dashboard	Operators	Application List	Apply New Flight	Submit Documents	DG Permit Application
Apply DG Permit --> Select Operator					A0002(Agent) Sign out
Operator List					
Filter Criteria					
Operator Name	<input type="text"/>	IATA Operator Code	<input type="text"/>	ICAO Operator Code	<input type="text"/>
<input type="button" value="Search"/>	<input type="button" value="Reset"/>				
Search Result					
Total: 4					
Operator Name	IATA Operator Code	ICAO Operator Code	Status	Functions	
MY JET XPRESS AIRLINES SDN. BHD.	NEP	N7	Submitted	select	
National Air Cargo Group, Inc	NAA	NA	Submitted	select	
Seven Wonder Airlines	SWA	SW	Submitted	select	
VIETJET AVIATION JOINT STOCK COMPANY	VJC	VJ	Submitted	select	

Operator List

- 3) **Name of Operator stated on AOC** - the Name of Operator must be EXACTLY the same as appeared on the AOC or equivalent document (case sensitive) and must be in **CAPITAL LETTERS** (eg: “MACAU AIRLINES CO” LTD.)
- 4) **Name and contact details of person within the operator’ s head office with overall responsibility for the carriage of dangerous goods by air** - Enter the name and contact details of the person as indicated.
- 5) **Name and contact details of handling agent in MACAO with responsibility for handling of dangerous goods on behalf of the operator** - Enter the name of the handling agent (eg. Menzies Macau Airport Services), followed by the name and contact details of the person as indicated.
- 6) **Operational Details** -
 - **State of Operator** - the Name of Authority must be EXACTLY the same as appeared on the AOC or equivalent document (case sensitive) (eg. Civil Aviation Authority of XXX).
 - **Air Operator’s Certificate (AOC) Number** – Enter the AOC number as shown on the AOC.

After filling in all the required information, Click “Save” and the system will generate a new application as shown below

Dashboard	Operators	Application List	Apply New Flight	Submit Documents	DG Permit Application
					A0002(Agent) Sign out
DG Application List --> View					
DG Application Details					
General Information:					
Type of Application: Ad Hoc Permit			Create Date: 04/01/2023 16:06		
Application No.:			Application Date:		
Approval No.:			Status Date:		
Name of Operator: Seven Wonder Airlines			Status: Editing		
Name of Operator stated on AOC: <input type="text" value="Seven Wonder Airlines"/>					
This must be the same as appeared on the AOC or equivalent document (case sensitive)					
Name and contact details of person within the operator's head office with overall responsibility for the carriage of dangerous goods by air:					
Name(BLOCK LETTERS): <input type="text" value="CAPT. JOHN SMITH"/>			Tel: <input type="text" value="+60 98 87654321"/>		
Company title & Department: <input type="text" value="Director of Flight Operations"/>			Email: <input type="text" value="johnsmith@wwa.com.my"/>		
Address: <input type="text" value="Star Avenue, dg-001. Wonderful Street"/>					

DG Application Details

Step 3:

Flight Details - Applicant shall select **ONLY** the flight sector in which dangerous goods are carried to, from or via Macao. Select Inbound Flight or Outbound Flight.

Flight Details (Please select ONLY the flight sector(s) involving the transport of dangerous goods to, from or via Macao):	
<input type="checkbox"/> Inbound Flight	Edit
<input type="checkbox"/> Outbound Flight	Edit

Flight Details

7) **For Inbound flight**, Click “Edit” next to the box and enter the relevant details of the Inbound Flight.

Dashboard	Operators	Application List	Apply New Flight	Submit Documents	DG Permit Application
					A0002(Agent) Sign out
DG Application List --> DG Application Details --> Add					
Flight Details					
Inbound Flight					
Aircraft Model: <input type="text"/>					Search
Aircraft Registration: <input type="text"/>					
Type of Aircraft: <input type="text" value=""/>					
Flight No.	Departure Date & Time (Local Time)	Port From(ICA0 Code)	Port To(ICA0 Code)	Arrival Date & Time (Local Time)	
<input type="text"/>	<input type="text"/>	<input type="text"/>	Search VMCC	<input type="text"/>	
Save					

Flight Details - Inbound Flight

- 8) **Aircraft Model and Registration Mark** - Click “Search” to go to the “Aircraft Document List”. Aircraft of which the documents already saved in System will be displayed.

Dashboard Operators Application List Apply New Flight Submit Documents **DG Permit Application** A0002(Agent) | Sign out

DG Application List -> DG Application Details -> Flight Details(Inbound Flight) -> Select Document

Aircraft Document List

Filter Criteria

Aircraft Type Registration Mark

Search Reset

Search Result

Total: 1

Operator Name	Aircraft Type	Registration Mark	Filing Date	Create Date	Operators Document Status	Aircraft Document Status	Select All
Seven Wonder Airlines	Boeing 734 Freighter	9M-NEW	04/01/2023 15:38	04/01/2023 15:37	Submitted	Submitted	<input type="checkbox"/>

Save

Aircraft Document List

Tick the checkbox to select the Aircraft Type / Registration Mark. Click “Save” to return to the “Flight Details of Inbound Details” page.

Note : Only the Aircraft Type / Registration Mark in the Aircraft Document List with “Submitted” and “Accepted” status will be displayed.

- 9) **Type of Aircraft** - depending on the type of operations to be requested for the transport of dangerous goods by air, select “Passenger” or “Freighter” from the pull down menu.
- 10) **Flight No.** - Input Flight No., the format should contain two parts - 3-letter ICAO Operator Code and 3 to 5 numerals (e.g. AMU001).
- 11) **Departure Date & Time** - Use date picker enter the scheduled time of departure in local time. The format is HH24MI (e.g. 1800).
- 12) **Port From (ICAO Code)** - Click Port “Search” to choose the suitable port, or input it manually in ICAO 4-letter port code format.

Dashboard Operators Application List Apply New Flight Submit Documents **DG Permit Application** A0002(Agent) | Sign out

DG Application List -> DG Application Details -> Flight Details(Inbound Flight) -> Select Port

Port List

Filter Criteria

Country Port(ATA) Port(ICAO)

Search Reset

Search Result

Total: 562

Port(ATA)	Port(ICAO)	Country	City	Port Name	Functions
ZVK	VLSK	Laos	Savannakhet		Select
ZUH	ZGSD	China	Zhuhai-Sanzao		Select
ZRH	LSZH	Switzerland	Zurique		Select
ZQW	EDRZ	Germany	Zweibrucken		Select
ZQN	NZQN	New Zealand	Queenstown		Select

Port List Page

- 13) **Arrival Date & Time** - Use date picker enter the scheduled time of arrival in local time. The format is HH24MI (e.g. 1800).

Click “Save” to return to the “DG Application Details” page.

For Outbound flight, Click “Edit” next to the box and enter the relevant details of the Outbound Flight.

Dashboard	Operators	Application List	Apply New Flight	Submit Documents	DG Permit Application	
DG Application List --> DG Application Details --> Add						A0002(Agent) Sign out
Flight Details						
Outbound Flight						
Aircraft Model:		<input type="text"/>			Search	
Aircraft Registration:		<input type="text"/>				
Type of Aircraft:		<input type="text"/>				
Flight No.	Departure Date & Time (Local Time)	Port From(ICAO Code)	Port To(ICAO Code)	Arrival Date & Time (Local Time)		
<input type="text"/>	<input type="text"/>	VMMC	<input type="text"/>	<input type="text"/>	Search	
Save						

Flight Details - Outbound Flight

- 14) **Aircraft Model and Registration Mark** – Click “Search” to go to the “Aircraft Document List” . Aircraft of which the documents already saved in System will be displayed.

Dashboard	Operators	Application List	Apply New Flight	Submit Documents	DG Permit Application		
DG Application List --> DG Application Details --> Flight Details(Outbound Flight) --> Select Document						A0002(Agent) Sign out	
Aircraft Document List							
Filter Criteria							
Aircraft Type <input type="text"/>		Registration Mark <input type="text"/>					
Search		Reset					
Search Result							
Total: 1							
Operator Name	Aircraft Type	Registration Mark	Filing Date	Create Date	Operators Document Status	Aircraft Document Status	Select All
Seven Wonder Airlines	Boeing 734 Freighter	9M-NEW	04/01/2023 15:38	04/01/2023 15:37	Submitted	Submitted	<input type="checkbox"/>
Save							

Aircraft Document List

Tick the checkbox to select the Aircraft Type / Registration Mark. Click “Save” to return to the “Flight Details of Inbound Details” page.

Note : Only the Aircraft Type / Registration Mark in the Aircraft Document List with “Submitted” and “Accepted” status will be displayed.

- 15) **Type of Aircraft** - depending on the type of operations to be requested for the transport of dangerous goods by air, select “Passenger” or “Freighter” from the pull down menu.
- 16) **Flight No.** - Input Flight No., the format should contain two parts - 3-letter ICAO Operator Code and 3 to 5 numerals (e.g. AMU001).
- 17) **Departure Date & Time** - Use date picker enter the scheduled time of departure in local time. The format is HH24MI (e.g. 1800).
- 18) **Port From (ICAO Code)** - Click Port “Search” to choose the suitable port, or input it manually in ICAO 4-letter port code format.

Port(IATA)	Port(ICAO)	Country	City	Port Name	Functions
ZVK	VLSK	Laos	Savannakhet		Select
ZUH	ZGSD	China	Zhuhai-Sanzao		Select
ZRH	LSZH	Switzerland	Zurique		Select
ZQW	EDRZ	Germany	Zweibrucken		Select
ZQN	NZQN	New Zealand	Queenstown		Select
ZHA	ZGZJ	China	ZhanJiang		Select

Port List Page

- 19) **Arrival Date & Time** - Use date picker enter the scheduled time of arrival in local time. The format is HH24MI (e.g. 1800).

After all information have been provided, click “Save” to return to the DG Application Details page.

Flight No.	Departure Date & Time(Local Time)	Port From(ICAO Code)	Port To(ICAO Code)	Arrival Date & Time(Local Time)
T9998	28/02/2023 23:00	VMMC	VIDP	01/03/2023 02:00

Flight Details - Outbound Flight

Step 4:

Click “Add Document” for the link to upload relevant documents.

Document List	
Total: 0	Add Document
No data to display.	
Declaration:	
Name and contact details of person responsible for this application:	

Add Document List

The following screen will be displayed.

Dashboard	Operators	Application List	Apply New Flight	Submit Documents	DG Permit Application	
						A0002(Agent) Sign out
DG Application List --> DG Application Details --> Upload DG Application Document						
Upload DG Application Document						
(Note: Each document size is 10Mb maximum, and should be in either .pdf (preferably searchable) or .jpg format.)						
Add Other Document						
Select	Item	Type of Document to be submitted	File	Fields	Fields to input	
	1	Copy of Air Operator's Certificate (AOC)	Relevant documents have been submitted	Operator Name Expiry Date	Seven Wonder Airlines 31/07/2025 No expiry date <input type="checkbox"/>	
	2	Copy of Operations Specifications	Relevant documents have been submitted	Operator Name	Seven Wonder Airlines	
<input checked="" type="checkbox"/>	3	Copy of dangerous goods permit granted by appropriate authority of the State/Region of the operator permitting the transport of dangerous goods <input type="checkbox"/> No specific DG permit is issued by the appropriate authority of the State of the Operator, DG permission is reflected on the Operations Specification	选择文件 未选择任何文件 Uploaded File	Operator Name Expiry Date	<input type="text"/> <input type="text"/> No expiry date <input type="checkbox"/>	
<input checked="" type="checkbox"/>	4	Copies of Air Waybill of the flight(s)	选择文件 未选择任何文件 Uploaded File			
<input checked="" type="checkbox"/>	5	Copies of Shipper's Declaration <input type="checkbox"/> No Shipper Declaration required by the ICAO Technical (TI)/ IATA Dangerous Goods Regulations (DGR)	选择文件 未选择任何文件 Uploaded File			
No File						
No File						
No File						
Save						

Upload DG Application Document

20) **Copy of Air Operator's Certificate (AOC)** - this must be uploaded through the Submit Document Module. If this has already been done previously, the message “Relevant documents have been submitted” will be displayed, and the fields Operator Name and Expiry Date will be filled in automatically. If this has not been done, the following message will be displayed to remind the applicant to upload the relevant document. Click “Go to “Operator Document” of “Submit Documents” interface to submit” will direct the applicant to the Submit Document Module to upload documents.

Select	Item	Type of Document to be submitted	File	Fields	Fields to input
A. GENERAL					
	1	Copy of Air Operator's Certificate (AOC)	Go to the “Operator Document” of “Submit Documents” interface to submit.	Operator Name Expiry Date	<input type="text"/> <input type="text"/> No expiry date <input type="checkbox"/>

Copy of Air Operator's Certificate (AOC)

- 21) **Copy of Operations Specifications** - this must be uploaded through the Submit Document Module. If this has already been done previously, the message “Relevant documents have been submitted” will be displayed, and the fields Operator Name will be filled in automatically. If this has not been done, the following message will be displayed to remind the applicant to upload the relevant document. Click “Go to “Operator Document” of “Submit Documents” interface to submit” will direct the applicant to the Submit Document Module to upload documents.

Select	Item	Type of Document to be submitted	File	Fields	Fields to input
A. GENERAL					
	1	Copy of Air Operator's Certificate (AOC)	Go to the “Operator Document” of “Submit Documents” interface to submit.	Operator Name Expiry Date	<input type="text" value="Seven Wonder Airlines"/> <input type="text" value="31/07/2025"/> No expiry date <input type="checkbox"/>
	2	Copy of Operations Specifications	Go to the “Operator Document” of “Submit Documents” interface to submit.	Operator Name	<input type="text" value="Seven Wonder Airlines"/>

Copy of Operations Specifications

- 22) If a “tick” appears next to the document to be submitted, those documents are mandatory and must be uploaded.

Select	Item	Type of Document to be submitted	File	Fields	Fields to input
	1	Copy of Air Operator's Certificate (AOC)	Relevant documents have been submitted	Operator Name Expiry Date	<input type="text" value="Seven Wonder Airlines"/> <input type="text" value="31/07/2025"/> No expiry date <input type="checkbox"/>
<input checked="" type="checkbox"/>	2	Copy of Operations Specifications	Relevant documents have been submitted	Operator Name	<input type="text" value="Seven Wonder Airlines"/>
<input checked="" type="checkbox"/>	3	Copy of dangerous goods permit granted by appropriate authority of the State/Region of the operator permitting the transport of dangerous goods <input type="checkbox"/> No specific DG permit is issued by the appropriate authority of the State of the Operator, DG permission is reflected on the Operations Specification	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File	Operator Name Expiry Date	<input type="text"/> <input type="text"/> No expiry date <input type="checkbox"/>
<input checked="" type="checkbox"/>	4	Copies of Air Waybill of the flight(s)	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File		
<input checked="" type="checkbox"/>	5	Copies of Shipper's Declaration <input type="checkbox"/> No Shipper Declaration required by the ICAO Technical (TI)/ IATA Dangerous Goods Regulations (DGR)	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File		

Save

Upload DG Application Document

- 23) “Add Other Document” if there is other document needed to be uploaded. A new row below will be created by the system, tick the box next to it to upload the document. Repeat the same process if there are further documents to be uploaded.

Dashboard	Operators	Application List	Apply New Flight	Submit Documents	DG Permit Application	
						A0002(Agent) Sign out
DG Application List --> DG Application Details --> Upload DG Application Document						
Upload DG Application Document (Note: Each document size is 10Mb maximum, and should be in either .pdf (preferably searchable) or .jpg format.)						
Add Other Document						
Select	Item	Type of Document to be submitted	File	Fields	Fields to input	
	1	Copy of Air Operator's Certificate (AOC)	Relevant documents have been submitted	Operator Name Expiry Date	Seven Wonder Airlines 31/07/2025 No expiry date <input type="checkbox"/>	
	2	Copy of Operations Specifications	Relevant documents have been submitted	Operator Name	Seven Wonder Airlines	
<input checked="" type="checkbox"/>	3	Copy of dangerous goods permit granted by appropriate authority of the State/Region of the operator permitting the transport of dangerous goods <input type="checkbox"/> No specific DG permit is issued by the appropriate authority of the State of the Operator, DG permission is reflected on the Operations Specification	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File	Operator Name Expiry Date	<input type="text"/> <input type="text"/> No expiry date <input type="checkbox"/>	
<input checked="" type="checkbox"/>	4	Copies of Air Waybill of the flight(s)	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File			
<input checked="" type="checkbox"/>	5	Copies of Shipper's Declaration <input type="checkbox"/> No Shipper Declaration required by the ICAO Technical (TI)/ IATA Dangerous Goods Regulations (DGR)	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File			
<input checked="" type="checkbox"/>	6	Others	<input type="button" value="选择文件"/> 未选择任何文件 Uploaded File No File	Please specify the type of document	<input type="text"/>	
Save						

Upload Other Document

After all required documents have been uploaded, click “Save” to return to the DG Application Details page. The Document List part will show the list of documents uploaded and their relevant information as below.

Document List		
Total: 5	Update Document	Preview Document
Item	Description	Field
1	Copy of Air Operator's Certificate (AOC)	Operator Name: Seven Wonder Airlines Expiry Date: 31/07/2025
2	Copy of Operations Specifications	Operator Name: Seven Wonder Airlines
3	Copy of dangerous goods permit granted by appropriate authority of the State/Region of the operator permitting the transport of dangerous goods	Operator Name: Seven Wonder Airlines Expiry Date: 07/10/2023
4	Copies of Air Waybill of the flight(s)	
5	Copies of Shipper's Declaration	

Document List

On the Document List of the DG Application Details page:

- Click “Update Document” to update document
- Click “Preview Document” to preview document

Step 5 :

24) **Declaration** – The Applicant is required to complete this section by carefully read and tick the following statements before submitting the application.

Declaration:

Name and contact details of person responsible for this application:

Name(BLOCK LETTERS): Tel:

Company title & Department: Email:

I declare that:

The information given in this application package is true and correct to the best of my knowledge and belief;

All dangerous goods consignment(s) are to be transported in accordance with the provisions of Annex 18 to the Convention on International Civil Aviation and the current edition of the ICAO Technical Instructions as well as the Air Navigation Regulation of Macao.

Declaration

- Click “Save” and the input data will be saved
- Click “Delete” to delete the application. It must be noted that an application can only be deleted BEFORE submission.
- Click “Submit” and the application will be submitted.

Declaration:

Name and contact details of person responsible for this application:

Name(BLOCK LETTERS): Tel:

Company title & Department: Email:

I declare that:

The information given in this application package is true and correct to the best of my knowledge and belief;

All dangerous goods consignment(s) are to be transported in accordance with the provisions of Annex 18 to the Convention on International Civil Aviation and the current edition of the ICAO Technical Instructions as well as the Air Navigation Regulation of Macao.

DG Application Details

After the application is “Submitted”, click “Cancel this Application” and the application will be cancelled. It must be noted that an application cannot be cancelled once it is approved or rejected.

Declaration:

Name and contact details of person responsible for this application:

Name(BLOCK LETTERS): Tel:

Company title & Department: Email:

I declare that:

The information given in this application package is true and correct to the best of my knowledge and belief;

All dangerous goods consignment(s) are to be transported in accordance with the provisions of Annex 18 to the Convention on International Civil Aviation and the current edition of the ICAO Technical Instructions as well as the Air Navigation Regulation of Macao.

DG Application Details under “Submitted” Status

1.2. DG Application List

The screenshot shows a navigation menu at the top with the following items: Dashboard, Operators, Application List, Apply New Flight, Submit Documents, and DG Permit Application. The 'DG Permit Application' item is currently selected. In the top right corner, the text 'A0002(Agent) | Sign out' is visible. Below the navigation menu, a light blue banner contains a note: 'Note: Dangerous Goods Permit Applications and Flight Applications can be submitted simultaneously. However, Air operators or agents shall take note of the different submission timeframes of the Flight Applications and Transport of Dangerous Goods Applications to avoid undue delay in processing the relevant applications.' Below the banner, a blue header reads 'DG Permit Application (Foreign Operator)'. Underneath this header, there are four buttons: 'Apply DG Permit' (grey), 'DG Block Permit' (blue), 'DG Ad Hoc Permit' (blue), and 'DG Application List' (blue). The 'DG Application List' button is highlighted with a red rectangular border.

DG Permit Application - DG Application List

In this module, operator / agent may:

- Check the status of each application.
- View the details of each application.
- Cancel submitted application NOT yet approved or rejected by AACM.
- Check the comments from AACM for the application being rejected or revoked.
- Download Approval when the Application is approved.
- Copy an existing application as a new application.

1.2.1. Check the status of each application

It is important that the applicant check the status of his/her DG application timely to verify whether the submitted application is “Approved” or “Rejected” by the AACM by choosing “DG Application List” under DG Permit Application Module in the main menu. The following screen will be displayed. User may check the status of each application at “Application Status”

Dashboard	Operators	Application List	Apply New Flight	Submit Documents	DG Permit Application		
						A0002(Agent) Sign out	
DG Application List							
Filter Criteria							
Create Date	<input type="text"/>	to	<input type="text"/>	Application No.	<input type="text"/>	Approval No.	
Application Date	<input type="text"/>	to	<input type="text"/>	Name of operator	<input type="text"/>	Type of Application <input type="text"/>	
Status Date	<input type="text"/>	to	<input type="text"/>	Application Status	<input type="text"/>		
<input type="button" value="Search"/>	<input type="button" value="Reset"/>						
Search Result							
Total: 11							
Application No.	Name of operator	Type of Application	Application Date	Application Status	Approval No.	Status Date	Functions
DG230003	MY JET XPRESS AIRLINES SDN. BHD.	Block Permit	13/01/2023 10:40	Submitted		13/01/2023 10:40	View Copy
DG230002	Seven Wonder Airlines	Ad Hoc Permit	04/01/2023 16:13	Submitted		04/01/2023 16:13	View Copy
DG230001	Seven Wonder Airlines	Block Permit	04/01/2023 16:04	Submitted		04/01/2023 16:04	View Copy
DG220016	VIETJET AVIATION JOINT STOCK COMPANY	Block Permit	07/12/2022 12:32	Rejected		07/12/2022 15:38	View Copy
DG220009	National Air Cargo Group, Inc	Ad Hoc Permit	02/12/2022 09:53	Approved	004/FS-DG-A/22	02/12/2022 09:57	004/FS-DG-A/22.pdf View Copy
	MY JET XPRESS AIRLINES SDN. BHD.	Block Permit		Editing			View Copy

DG Application List

Note:

1. If an application is “Approved”, the approved DG Permit can be downloaded. Please see chapter 1.2.6
2. If an application is “Rejected “, it may indicate that certain part of the submitted application was not completed properly (such as incorrect AOC number, wrong flight details, no supporting documents uploaded, etc). Hence, the applicant is required to observe these comments and follow chapter 1.2.5 and then file a NEW application if he/she still wishes to continue to apply the relevant DG permit for the requested flight.

1.2.2. View the details of each application

Click “view” under the “Functions” column to view the details of the each application. Details of the application will be displayed.

Dashboard	Operators	Application List	Apply New Flight	Submit Documents	DG Permit Application
					A0002(Agent) Sign out
DG Application List --> View					
DG Application Details					
Download Approval(Signed)					
General Information:					
Type of Application:	Ad Hoc Permit			Create Date:	02/12/2022 09:43
Application No.:	DG220009			Application Date:	02/12/2022 09:53
Approval No.:	004/FS-DG-A/22			Status Date:	02/12/2022 09:57
Name of Operator:	National Air Cargo Group, Inc			Status:	Approved
Name of Operator stated on AOC:	<input type="text" value="National Air Cargo Group, Inc"/>			This must be the same as appeared on the AOC or equivalent document (case sensitive)	
Name and contact details of person within the operator's head office with overall responsibility for the carriage of dangerous goods by air:					
Name(BLOCK LETTERS):	<input type="text" value="Alfredo Gumbs"/>			Tel:	<input type="text" value="+1 654865154"/>
Company title & Department:	<input type="text" value="Director of Ground, Cargo and Dangerous goods"/>			Email:	<input type="text" value="alfred.g@nationalairlines.com.us"/>
Address:	<input type="text" value="5955 T.G. LEE BLVD, CITADEL II SUITE 500, ORLANDO, FL-32822"/>				
Name and contact details of handling agent in MACAO with responsibility for handling of dangerous goods on behalf of the operator:					
Name of operator's ground handling agent in MACAO:	<input type="text" value="Menzies Macau"/>				
Name(BLOCK LETTERS):	<input type="text" value="Raymond Lo"/>			Tel:	<input type="text" value="853-6666666"/>
Company title & Department:	<input type="text" value="Managing Director"/>			Email:	<input type="text" value="menzies@macau.com.mo"/>
Address:	<input type="text" value="Macau International Airport"/>				

DG Application Details under “Approved” Status

If the application has been approved by the AACM, applicant may download the Approval by clicking “Download Approval (Signed)” on the “DG Application Details” page. Alternatively, the Approval can also be downloaded by clicking the Approval Number at “Functions” column on “DG Application List” page.

1.2.3. Cancel submitted application NOT yet approved or rejected by AACM

Declaration:

Name and contact details of person responsible for this application:

Name(BLOCK LETTERS):	Joe Black	Tel:	+853 66624888
Company title & Department:	Agent Smith, Safety and Compliance Director	Email:	joeblack@agentsmith.com

I declare that:

- The information given in this application package is true and correct to the best of my knowledge and belief;
- All dangerous goods consignment(s) are to be transported in accordance with the provisions of Annex 18 to the Convention on International Civil Aviation and the current edition of the ICAO Technical Instructions as well as the Air Navigation Regulation of Macao.

[Cancel this Application](#)

DG Application Details under “Submitted” Status

Click on the “Cancel this Application” page, the Application will be cancelled.

Note: an application cannot be cancelled once it is approved or rejected.

1.2.4. Check the comments from AACM for the application being rejected or revoked

For those application being rejected or approved application being revoked by AACM, under the DG Application Details page of the particular application, the respective reasons for rejection / revocation will be shown under the “Other Description” part as below:

DG Application Details

General Information:

Type of Application: Block Permit	Create Date: 06/12/2022 15:14
Application No.: DG220016	Application Date: 07/12/2022 12:32
Approval No.:	Status Date: 07/12/2022 15:38
Name of Operator: VIETJET AVIATION JOINT STOCK COMPANY	Status: Rejected
Name of Operator stated on AOC: <input type="text" value="Vietjet Aviation Joint Stock Company"/>	
This must be the same as appeared on the AOC or equivalent document (case sensitive)	
Nature of Application: Initial Issue	
Target Date of Operation: <input type="text" value="22/12/2022"/>	

Name and contact details of person within the operator's head office with overall responsibility for the carriage of dangerous goods by air:

Name(BLOCK LETTERS): <input type="text" value="TO VIET THANG-MR"/>	Tel: <input type="text" value="0913559359"/>
Company title & Department: <input type="text" value="Vice Pricident of Operations"/>	Email: <input type="text" value="thangto@vietjetair.com"/>
Address: <input type="text" value="60A, TRUONG SON STREET, WARD 2, TAN BINH DISTRIC, HCM C"/>	

Name and contact details of person in the operator's Macao office (if available) with overall responsibility for the carriage of dangerous goods by air:

Operator has no Macao Office

Name and contact details of handling agent in MACAO with responsibility for handling of dangerous goods on behalf of the operator:

Name of operator's ground handling agent in MACAO: <input type="text" value="MENZIES MACAU AIRPPORT SERVICES LIMITED"/>	
Name(BLOCK LETTERS): <input type="text" value="Eric Cheuk"/>	Tel: <input type="text" value="+853 2886 1123"/>
Company title & Department: <input type="text" value="CARGO SERVICE DUTY MANAGER"/>	Email: <input type="text" value="ericcheuk@menziesaviation.com"/>
Address: <input type="text" value="AVENIDA DO AEROPORTO FIRST FLOOR ROOM 52, TAIPA MACA"/>	

Air Operator's Certificate(AOC) Number:

Other Description:

Reason(s):

1. AOC submitted is expired
2. Please provide "Name of Operator stated on AOC" and "State of Operator" EXACTLY as appeared on the AOC (case-sensitive).
3. Operations Specifications submitted is not A320 (nor the corresponding Aircraft registration) as declared.
4. Name and contact details of your handling agent is not updated. Please contact your handling agent in Macao for more.
5. Fields item 4-6 of Document List not completed.

1.2.5. Copy an existing application as a new application

To copy a specific existing application (e.g. when an application is rejected for revision), click “Copy” under the “Functions” column.

Dashboard Operators Application List Apply New Flight Submit Documents DG Permit Application A0002(Agent) | Sign out

DG Application List

Filter Criteria

Create Date to Application No. Approval No.
 Application Date to Name of operator Type of Application
 Status Date to Application Status

Search Result

Total: 11

Application No.	Name of operator	Type of Application	Application Date	Application Status	Approval No.	Status Date	Functions
DG230003	MY JET XPRESS AIRLINES SDN. BHD.	Block Permit	13/01/2023 10:40	Submitted		13/01/2023 10:40	View Copy
DG230002	Seven Wonder Airlines	Ad Hoc Permit	04/01/2023 16:13	Submitted		04/01/2023 16:13	View Copy
DG230001	Seven Wonder Airlines	Block Permit	04/01/2023 16:04	Submitted		04/01/2023 16:04	View Copy
DG220016	VIETJET AVIATION JOINT STOCK COMPANY	Block Permit	07/12/2022 12:32	Rejected		07/12/2022 15:38	View Copy

DG Application List

A pop-up message indicating that the Application is copied will be displayed. Click “OK” to continue.

Dashboard Operators Application List Apply New Flight Submit Documents DG Permit Application A0002(Agent) | Sign out

DG Application List --> [View or Update](#)

DG Application Details

General Information:

Type of Application: [Ad Hoc Permit](#)
 Application No.:
 Approval No.:
 Name of Operator: [Seven Wonder Airlines](#) Status: [Editing](#)
 Name of Operator stated on AOC:
This must be the same as appeared on the AOC or equivalent document (case sensitive)

Application copied. A New Application is created. 13/01/2023 13:04

Name and contact details of person within the operator's head office with overall responsibility for the carriage of dangerous goods by air:

Name(BLOCK LETTERS): Tel:

DG Application Details

1.2.6. Download Approval when the Application is approved

A0002(Agent) | [Sign out](#)
Dashboard | Operators | Application List | Apply New Flight | Submit Documents | **DG Permit Application**

DG Application List

Filter Criteria

Create Date to Application No. Approval No.

Application Date to Name of operator Type of Application

Status Date to Application Status

Search Result

Total: 11

Application No.	Name of operator	Type of Application	Application Date	Application Status	Approval No.	Status Date	Functions
DG230003	MY JET XPRESS AIRLINES SDN. BHD.	Block Permit	13/01/2023 10:40	Submitted		13/01/2023 10:40	View Copy
DG230002	Seven Wonder Airlines	Ad Hoc Permit	04/01/2023 16:13	Submitted		04/01/2023 16:13	View Copy
DG230001	Seven Wonder Airlines	Block Permit	04/01/2023 16:04	Submitted		04/01/2023 16:04	View Copy
DG220016	VIETJET AVIATION JOINT STOCK COMPANY	Block Permit	07/12/2022 12:32	Rejected		07/12/2022 15:38	View Copy
DG220009	National Air Cargo Group, Inc	Ad Hoc Permit	02/12/2022 09:53	Approved	004/FS-DG-A/22	02/12/2022 09:57	004/FS-DG-A/22.pdf View Copy
	MY JET XPRESS AIRLINES SDN. BHD.	Block Permit		Editing			View Copy
	VIETJET AVIATION JOINT	Block Permit		Editing			View Copy

DG Application List

On the “DG Application list” page under “DG Permit Application” Module, click the Approval Number icon to download the Approval of an approved Application, the relevant Approval will be downloaded. Alternatively, the Approval can also be downloaded on the “DG Application Details” page by clicking “Download Approval (Signed)”