

# FAQs - Frequently Asked Questions

## Number of years operating in the tank container industry

**The company has been established many years but has only recently started business in the tank sector. Is the company allowed to join ITCO?**

The minimum is one full year of active tank container business.

**The company recently started business. Is the company allowed to join ITCO?**

All companies must complete at least one full year of active tank container business.

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## Annual Revenue

**Why is it necessary to provide annual revenue?**

Membership is only open to companies of a net worth that enables the company to maintain its commitments to ITCO Membership.

**What documents are required to verify annual revenue?**

Provide the figure from the last End of Year Accounts. ITCO is not seeking confidential information and might accept other means of demonstrating minimum annual revenue.

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## Number of tanks

**The company does not own or lease 100 tanks. Is the company allowed to join ITCO?**

Operators and Lease companies must complete at least one full year of active tank container business during which they own or lease a minimum of 100 tanks.

**The company does not own tanks.**

Tank operators and Lease companies are required to own or lease a minimum of 100 tanks.

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## **Health and Safety Training**

### **How many persons in the company require to complete training?**

Health and safety legislation in the country of operation provides guidance. All persons should receive the necessary function-specific and awareness training. ITCO requires documentary evidence of training for at least key personnel.

### **What subjects is required to be covered by Health and Safety training?**

Health and safety legislation in the country of operation provides guidance. H&S training is function specific and awareness. It should include dangerous goods, tank cleaning, tank entry, working at height, safety culture and other subjects according to the functions undertaken.

### **The company activity is office based. Why do I need to verify Health and Safety training?**

Legislation requires Health and Safety Training. H&S training is function specific. Whereas the company personnel might be office based they are likely at some time to attend service providers, customer plants, issue instruction to depot contractors concerning dangerous goods, tank cleaning, tank entry, working at height etc. and therefore should receive appropriate awareness training.

### **Why does ITCO require to verify Health and Safety Training?**

ITCO is an organisation for companies that act responsibly and conform to governmental legislation. Verification of training helps to set industry standards and protect ITCO's good standing.

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## **Dangerous Goods Training**

### **Why does ITCO require to verify dangerous goods training?**

ITCO is an organisation for companies that act responsibly and conform to governmental legislation. Verification of training helps to set industry standards and protect ITCO's good standing.

### **Why is IMDG dangerous goods training required?**

IMDG Dangerous Goods regulations Chapter 1.3 requires awareness and function specific training. Refer to IMDG Chapter 1.3, US DoT CFR 49 172.704 and National legislation in the country of operations.

### **The company does not operate under IMDG. Is IMDG training necessary?**

Alternative national regulations are acceptable such as ADR Chapter 1.3, 1.4.2.2, 1.8.3. US CFR 49 Hazmat 172.700.704 training etc.

### **The company does not operate tanks. Is dangerous goods training required?**

Although the company might not be directly involved in tank operations knowledge of the transport of dangerous goods is a benefit and helps to set industry standards and protect ITCO's good standing.

### **Do service providers require DG training?**

Service providers receive, clean, repair and test tanks with DG residues and therefore require function specific and awareness DG Training.

### **How many persons are required to provide evidence of DG Training?**

Health and safety legislation in the country of operation provides guidance. All persons should receive the necessary function-specific and awareness training. ITCO requires documentary evidence of training for at least key personnel.

## **Training General**

### **What information is required on a training document?**

Subject to statutory requirements of the country of where the company operates, a training document should list the trained functions, date, person who received training, confirmation meeting the requirements and the name, company and job title of the trainer.

### **What is the minimum period of training validity?**

Training must conform to governmental legislation and must be current at the time of application. ITCO membership requires an obligation on the member company to renew training periodically.

### **Must an external trainer be engaged to provide training?**

Subject to statutory requirements of the country of operation training may be provided by a competent person internal or external to the company. Training must be planned and formal and include the required function specific training and awareness.

### **Is a web-based training course or other electronic courses permitted?**

Subject to the requirements of legislation in the country of operation web-based and electronic training is acceptable to ITCO providing that there is a formal means of measuring performance and recording completion. Companies such as NCB-Hazcheck provide DG training including ITCO e-Learning. A pass grade is acceptable training. <https://existec.com>

### **Is it required that the company submit training records for all personnel?**

Submit sufficient training records to demonstrate that key personnel received the required training. For companies with more than one operational facility, submit for the main facility and confirm all other facilities are equally trained.

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## **Environmental, Social and Governance Policy (ESG)**

### **What is an Environmental, Social and Governance Policy?**

A policy / framework that demonstrates a company's approach to issues around matters of environment (E), Social (S) and Governance (G) issues.

### **Why is it necessary to provide the company Environmental, Social and Governance Policy?**

ITCO is an organisation for companies that act responsibly conform to governmental legislation. ITCO has a strong focus on enhancing technological and business developments for the sake of Quality, Health, Safety, Environment, and Corporate Responsibility.

### **What information is required?**

Sufficient information to confirm that a ESG policy is in place. If the ESG policy is posted on the company web-site, a link will be sufficient. Otherwise, a summary of the ESG.

## **Licence to operate tank cleaning and store dangerous goods**

### **What is a Licence to operate a tank cleaning and chemical waste facility?**

A Licence is an authorisation document issued by the appropriate Governmental Authority that permits business to operate tank cleaning of DG chemical residue and liquified gases if appropriate.

### **What is a Governmental Authority?**

The Governmental or Regional Authority in the location of the facility that is responsible for matters that include waste management, water pollution, safety and the environment.

### **The company operates more than one facility. Is one licence sufficient?**

Provide a Licence for each of the main facilities and confirm all other locations are licenced.

### **The company is a service provider but does not undertake tank cleaning. Is a licence required?**

All service providers should provide a licence appropriate for business activity. Although not engaged in full tank cleaning there is also probable residues from valves and fitting, additional interior external cleaning etc.

### **Do I need a separate licence for tank cleaning, residue and storing dangerous goods?**

Each activity must be declared to the government authority. The licence may be combined or function specific depending upon the authorities procedures.

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## **Inspection Accreditation**

### **The company is accredited by more than one competent authority.**

Sufficient to confirm accreditation from one governmental authority.

### **The company is an independent survey company but not engaged in governmental accredited inspections. What documentation is required?**

Provide sufficient information to verify competency and experience to undertake the intended inspection services. ITCO will review on case-by-case basis.

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## **ITCO Member Divisions**

### **The company activities cover more than one ITCO division. Which division do I join?**

The company's prime activity. It is not permitted for a registered company to join more than one division. If a corporate company group can demonstrate a separate registered entity that also requires to join ITCO, the Board will consider the application.

### **Why do I need to join an ITCO Division?**

ITCO statutes are organised with four divisions, each represented on the ITCO board by a chair and a deputy for the term of office. Board members are periodically elected by divisional members.

## **As a divisional member are all ITCO resources and activities open to all companies?**

Members equally receive all resources and may attend all conferences and activities. However, Divisional meetings are for members the Division except where it is declared an open meeting.

## **General**

### **The company does not have all the required information immediately available. Can I submit data later?**

The application must be completed at one-time in full and will be processed when all the required information has been submitted.

### **When will the membership be processed?**

Once the application is complete and all the required documents supplied, the application will be verified by ITCO Secretary and thereafter submitted for ITCO Board approval at the next periodic meeting.

### **When will the membership be approved?**

When the application is completed in its entirety, the application will be processed and submitted to the board. The length of time is therefore dependent on the next board meeting.

### **When will the company be notified of confirmation of membership?**

After the next periodic Board Meeting. The dates are scheduled near the time.

### **How much is the membership fee?**

The fee is posted on the ITCO web-site and is subject to annual increase.

### **The company membership lapsed. Can the company re-join ITCO?**

Providing any debt to ITCO from a lapsed membership is paid in its entirety, a new application for membership will be considered.

### **When will the company receive an invoice for the membership subscription?**

Once the membership is approved the company will be invoiced the membership subscription.