

2007

SHIPPING CHECKLIST

Category B Biological Substances (Previously Called Diagnostic/Clinical Specimens) Packing Instruction 650 for UN3373 Material

Shipper's Declaration for Dangerous Goods - Not Required

Air Waybill


The Air Waybill contains the following information in the "Nature and Quantity of Goods" box (8.2.3)

- | | YES | NO |
|--|--------------------------|--------------------------|
| 1. "Biological Substance Category B" | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. "UN 3373" | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The name, address, and phone number of a responsible person is provided on the air waybill or on the package. | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. For FedEx, check the box "YES, Shipper's declaration not required" | <input type="checkbox"/> | <input type="checkbox"/> |

Packages and Overpacks

- | | | |
|---|--------------------------|--------------------------|
| 5. Primary receptacle is leak-proof and does not contain more than 1 liter of liquid contents or sift-proof (capable of containing powders) and does not exceed the outer package weight limit of 4 kilograms for solid contents. | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Primary receptacle(s) packed in secondary package in such a way that under normal conditions they cannot break, be punctured, or leak contents into secondary package. | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Multiple fragile primary receptacles are wrapped or in some way separated to prevent contact between them. | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. For liquid shipments, absorbent material is placed between the primary receptacle(s) and the secondary package in sufficient quantity to be able to absorb the entire contents of the primary receptacle(s). | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Secondary package is leak-proof for liquid contents and sift-proof for solid contents. | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Secondary package is secured in outer package with suitable cushioning material | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Either the primary receptacle or the secondary package is capable of withstanding, without leakage, an internal pressure of 95 kPa between -40°C (-40°F) and +55°C (130°F). | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. The secondary package is contained in a rigid outer package. Package is strong enough to withstand shocks and loading normally encountered during transport. | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. There is an itemized list of contents between the secondary and outer package. | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. The outer package does not contain more than 4 liters of liquid or 4 kilograms of solid material, excluding ice or dry ice. | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. At least one side of the outer package is at least 100mm x 100mm. | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. The completed package must be able to pass the drop test described in IATA regulations section 6.6.1 with a height of not less than 1.2 meters. | <input type="checkbox"/> | <input type="checkbox"/> |

Markings

17. The symbol at the right is displayed on an outer surface of the outer package. Each side is at least 50mm, the line width is at least 2mm, and the letters and numbers are at least 6mm high. 
18. The proper shipping name, "Biological Substance, Category B" is in letters at least 6mm high and adjacent to the above symbol. (If an overpack is used it must be marked "Overpack" and be marked the same as the outer package.)

Special Handling Requirements

- | | YES | NO | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 19. Dry ice packing requirements have been met. (See Packing Instruction 904) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Ice or dry ice is outside the secondary package, in the outer package, or in an "overpack". | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. Interior supports are provided to secure the secondary package in its original position after the ice or dry ice dissipates. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. If ice is used, the outer package or "overpack" must be leak-proof. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 23. If dry ice is used, the package is designed and constructed to permit the release of carbon dioxide. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. Both the primary receptacle(s) and the secondary package is capable of maintaining integrity at the temperatures and pressures of the refrigerant used and at resulting temperatures and pressures if refrigerant is lost. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 25. All liquid nitrogen has been removed from liquid nitrogen "dry shippers" | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 26. Dangerous goods in Classes 3, 8, or 9 that are used to maintain the viability of or prevent the degradation of a specimen or to neutralize the hazard of an infectious substance do not exceed 30ml per primary receptacle. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

All boxes must be checked yes or N/A (not applicable) before a package is ready for shipping.