# Packaging Checklist

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Category A** | **Category B** | **Exempt Human Specimens** |
| Manufacturer’s instructions followed |  |  |  |
| Good quality packaging |  |  |  |
| Primary receptacles sealed and leak-proof |  |  |  |
| Primary receptacle closures secured with secondary means |  | Optional | Optional |
| Multiple fragile primaries wrapped individually |  |  |  |
| Sufficient absorbent inside each secondary packaging |  |  |  |
| Secondary packaging properly sealed and leak-proof |  |  |  |
| Primary or secondary receptacle 95 kPa pressure compliant |  |  | N/A |
| Itemized list of contents between secondary and outer packaging |  |  | N/A |
| Outer package displays UN specification mark |  | N/A | N/A |
| In Canada, package displays TC-125-1A |  | N/A | N/A |
| In Canada, package displays UN3373 hybrid marking | N/A |  | N/A |
| Rigid outer packaging |  |  | N/A |
| Check minimum external dimensions of outer packaging | All dimensions at least 100 mm | One surface at least 100 mm x 100 mm | One surface at least 100 mm x 100 mm |

# Marking and Labeling Checklist

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Category A** | **Category B** | **Dry Ice** | **Exempt Human Specimen** |
| Address of shipper |  |  |  |  |
| Address of consignee |  |  |  |  |
| Hazard label/mark affixed |  |  |  | N/A |
| UN number | UN2814 | N/A(already on mark) | UN1845 | N/A |
| Proper shipping name or other designation | Infectious substance affecting humans | Biological substance, Category B | Dry ice, or Carbon dioxide, solid | Exempt human specimen |
| Technical name |  (in brackets)\* | N/A | N/A | N/A |
| Quantity of dangerous goods | N/A\*\* | N/A |  | N/A |
| Name and telephone number of person responsible |  |  (optional if on waybill) | N/A | N/A |

\* When the substances are unknown but suspected of meeting the criteria of Category A, use the words “Suspected Category A Infectious Substance”. Technical name not required on outer packaging (See A140).

\*\* The quantity of a Category A Substance must be marked on the package when it is being shipped with dry ice.

# Category A Shipper’s Declaration Checklist

|  |
| --- |
| **Transport Information** |
| Address of consignor must match information on the package. |  |
| Address of consignee must match information on the package |  |
| Page \_\_ of \_\_\_ Pages |  |
| Air waybill number (if known) |  |
| Airport/city of departure |  |
| Airport/city of destination |  |
| Strike out non-applicable shipment type (Radioactive) |  |
| Strike out non-applicable aircraft limitation box (passenger or cargo aircraft only) |  |
| **Nature and Quantity of Dangerous Goods** |
| UN number (UN2814 or UN1845, as applicable) |  |
| Proper shipping name (Infectious substance, affecting humans) |  |
| Technical name (only required for Category A Infectious substances UN2814) |  |
| Class or Division (6.2 and 9, as applicable) |  |
| Packing instruction (620 and, if applicable, 954) |  |
| Authorization (Special Provision A81and/or A140, if applicable) |  |
| **Additional Handling Information** |
| Name and telephone number of a person responsible |  |
| 24 hour emergency response telephone number (if applicable) |  |
| Emergency Response Assistance Plan information (if required) |  |
| Name and title of the individual signing the declaration |  |
| Place and date of signature (may be printed or stamped) |  |
| Signature (person who takes legal responsibility for the shipment) |  |
| Certification statement |  |
| **General Considerations** |
| At least 5 copies (one kept by the shipper, four to the operator, who will deliver a copy to the receiver) |  |
| Any changes: single line cross-out and full signature of certifier (individual signing the declaration) |  |
| Form matches IATA DGR specification (red hatchings, UN number in first column, etc.) |  |