

EXAMPLE: HAZARDOUS MATERIALS SHIPPING PAPER

TYPE OF PACKAGES MAY BE ABBREVIATED		BASIC DESCRIPTION			
		IDENTIFICATION NUMBER	PROPER SHIPPING NAME	HAZARD CLASS	PACKING GROUP
# Packages	H&P	KIND OF PACKAGE, DESCRIPTION OF ARTICLES, SPECIFICATIONS AND END-USES		Weight (Sub. to Cont.)	UN Number
1	X	CTN, UN 1090, ACETONE, 3, PGI		32 lb	
1	RO	BOX, UN 1428, SODIUM, 4.3, PGI		22 lb	
40	X	CYL, UN 1066, NITROGEN COMPRESSED, 2.2		800 lb	
1	X	DRUM, UN 1992, FLAMMABLE LIQUIDS, TOXIC, N.O.S. (METHANOL), 3 (6.1), PGI		500 lb	
FOR EMERGENCY CONTACT (555) 555-1212					
Declared/Export Value					
NOTE: Where the value, shipper and recipient are specifically stated, the shipper is deemed to have agreed to the value of the property. The shipper is responsible for the accuracy of the information provided. If the shipment moves between two ports by a carrier by water, the law requires that the Bill of Lading shall state whether it is "carrier's or shipper's weight."					
RECEIVED: _____					
SHIPPER CERTIFICATION			CARRIER CERTIFICATION		
SHIPPER: ABC COMPANY			ESTES Express Lines-EXLA		
AUTHORIZED SIGNATURE: John Doe			AUTHORIZED SIGNATURE: _____		
DATE: XX/XX/XX			DATE: _____		

TYPE OF PACKAGES MAY BE ABBREVIATED

BASIC DESCRIPTION

IDENTIFICATION NUMBER

PROPER SHIPPING NAME

HAZARD CLASS

PACKING GROUP

SUBSIDIARY HAZARD CLASS

WEIGHT OF HM AND UNIT OF MEASURE

N.O.S. EXAMPLE

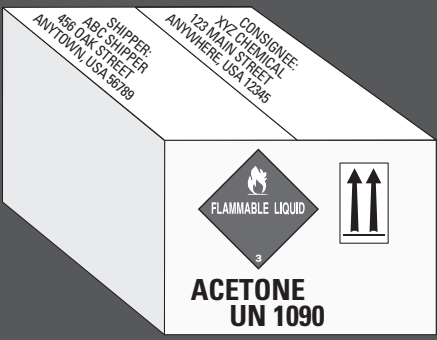
EMERGENCY RESPONSE INFORMATION

COLUMN CAPTIONED HM TO LEFT OF BASIC DESCRIPTION

SIGNED SHIPPER CERTIFICATION

HAZARDOUS SUBSTANCES

EXAMPLE: CONTAINER MARKING AND LABELING



CHECKLIST FOR HAZARDOUS MATERIALS SHIPMENTS

Use this checklist when accepting hazardous materials, making sure all items listed below have been handled as required. **This checklist is not a substitute for knowledge and compliance with all applicable regulations.**

SHIPPING PAPERS

- 1) Is Format Properly Used?**
(Description entered first, highlighted or "X" or "RQ" in HM column)
- 2) Is Identification Number Shown?**
(Such as UN 1090 or NA 1993)
- 3) Is Proper Shipping Name Shown?**
(Such as "Acetone" or "Corrosive Liquid, N.O.S.")
- 4) Is Hazard Class (Type of Hazard) Shown?**
(Such as "3" or "6.1") In some instances you will have a subsidiary hazard class listed.
- 5) Is Packing Group Shown?**
(Such as "PGI" [or "I"], "PGII" [or "II"], or "PGIII" [or "III"]) **NOTE:** Gases **do not** have packing groups.
- 6) Is Shipper Certification Complete and Shipping Paper Signed by the Shipper?**
Remember, do not put a PRO label over any DOT required information.
- 7) Are Quantities and Weight Shown?**
(Such as "12 ctns" and "400 lbs")
- 8) Is a 24-Hour Emergency Phone Number Shown?**
- 9) Are Technical/Chemical Names for "N.O.S." Descriptions Shown in Parentheses When Required?**
(Such as "UN 1760, Corrosive Liquid, N.O.S. (Caprylyl Chloride), 8, PGII" or "UN 1760, Corrosive Liquid, N.O.S., 8, PGII (Contains Caprylyl Chloride)")
NOTE: Shipping papers must be printed or typed. No abbreviations are permitted except the type of package (ctns, drs, etc.) or the unit of measure (lbs, kg, etc.). **Pallet, skid or piece are not package types.**

IS CONTAINER:

- 1) Marked with Proper Shipping Name and Identification Number?**
(Does it correspond to shipping paper?)
- 2) Marked with Technical/Chemical Name for "N.O.S." Descriptions Shown in Parentheses in Association with the Proper Shipping Name When Required?**
(Such as "Flammable Liquid, N.O.S. (Xylene), UN 1993")
- 3) Properly Blocked and Braced?**
- 4) Labeled? Containers Must Be Labeled Unless "Limited Quantity" or "Ltd Qty" Is Shown on the Shipping Paper After the Packing Group.**
(Note: Class 6 poisons must always be labeled.)
- 5) In Good Condition, Properly Sealed and Valves Closed?**
- 6) Marked with Consignee's Name and Address?**

PLACARDS

- 1) Table 1 Materials: Placard trailer for ANY amount.**
- 2) Table 2 Materials: Placard trailer for 1,001 pounds (454 kg) or more.**

WE DO NOT HAUL:

- 1) Explosives - Divisions 1.1, 1.2 or 1.3 in any quantity
- 2) Explosives - Division 1.5 in quantities requiring placarding
- 3) Radioactive materials
- 4) Any quantity of a poison/toxic inhalation hazard (PIH/TIH) that is a Hazard Zone A
- 5) Bulk containers over 119 gallons of a PIH/TIH that is a Hazard Zone B
- 6) Packagings over 3,500 gallons (in a single package) of a PIH/TIH that is a Hazard Zone C or D
- 7) Packagings over 3,500 gallons of refrigerated liquid methane, LP gas or other liquefied gas with a methane content of at least 85%
- 8) Hazardous waste
- 9) Nitrocellulose
- 10) Division 6.2 infectious substances