

**Notes for laboratories for packaging and dispatch of
Infectious Substances Category A, UN 2814 specimens
and urgent transport through TOLL
14 April 2019**

Laboratory requirements for TOLL transport of Infectious Substances Category A, UN 2814:

- TOLL account number
- TOLL Consignment Notes for 'Dangerous Goods' (red) for Infectious Substances Category A (in addition to the routine 'Biological Substance Category B' (blue) consignment notes) pre-printed with your account number (or blank).
- Registration on the TOLL '*Dangerous Goods - approved shippers register*'

To establish a TOLL account, or to request pre-printed Consignment Notes, contact: dx.nsw@toll.com.au

Packaging and transport of Dangerous Goods Infectious Substances Category A

Follow procedures from CASA certification training and those given in the *NPAAC Requirements for the packaging and transport of pathology specimens and associated materials (Fourth Edition 2013)*

[Note: packaging is according to IATA Packing Instruction 620 (re-numbered from PI 602):

<http://www.health.gov.au/internet/main/publishing.nsf/Content/health-npaac-docs-PackTransPathSpecimens.htm>

- **Air transport** (for compliance with *Civil Aviation Safety Regulations 1998 (CASR) Part 92 16*)
Refer to NPAAC Requirements Appendix B
 - **Triple packaging** – the rigid outer packaging must be approved to transport Infectious Substances Category A (ie must display the UN packaging specification marking)
[available from eg Bio Bottle Australia tel 02 9666 7600 or <http://www.biobottle.com.au/> rigid 'bio bottles' or A4 or A3 size 'bio pouch', includes outer fibreboard box displaying the UN packaging specification marking]
 - **Shippers Declaration for Dangerous Goods transport by air**
Require **2 copies printed in colour to show red border**
Example given in NPAAC Requirements: Figure B.2
Notes:
 - UN column: enter UN 2814
 - Proper Shipping Name: enter 'Infectious Substance Affecting Humans' and give pathogen name eg Ebola virus
 - Class or Division: enter 6.2
 - (*Packing Group not applicable*)
 - Quantity and type of packing: enter specific details
 - Packing Instruction: 620

TOLL notes: one copy of the Shippers Declaration is attached to the outside of the box in a plastic pouch, and 1 copy is given to the collecting courier – this is taken back to the TOLL depot and reviewed against a checklist prior to air transport.

- **Road transport**
 - **NPAAC Requirements Appendix J**
Gives minimum requirements for triple packaging and labelling, but for Infectious Substances Category A eg Ebola virus disease specimens, these should be packaged according to Packing Instruction 620 (as for air transport)

○ **Shipper’s Declaration for transport of Dangerous Goods by Road**

Require **2 copies printed in any colour eg standard black and white**

TOLL note that there is no legal requirement to use a standard form for shipping dangerous goods by road and this can be in any style, shape or colour.

The NPAAC Requirements do not include an example of a Shipper’s Road Declaration

TOLL example of a Shipper’s Road Declaration (see below) provides the minimum legal requirement for information required to transport Dangerous Goods by road


Notes:

- Sender details
- Receiver details
- Consignment Note Number
- Proper Shipping Name: ‘Infectious Substances Affecting Humans’ (pathogen name not required)
- UN Number: UN 2814 [*note – must state ‘UN’ as well as the number 2814*]
- Class Number: 6.2
- (*Packing Group Number not applicable*)
- Type of Packaging used: Fibreboard box
- The number of packages in consignment: (record number as required)
- Aggregate quantity of Dangerous Good in Consignment: <500g
- Print name of person sending, signature, date

Hand both copies to the collecting courier along with the Consignment Note

TOLL example of a Shipper’s Road Declaration

Format of this declaration can be in any style, shape or colour as long as the information below is included in the document then it will comply with current legislation



SHIPPERS ROAD DECLARATION

<p>Sender Details including</p> <p>24 Hour telephone number _____</p> <p>_____</p> <p>_____</p>	<p>Receiver Details</p> <p>_____</p> <p>_____</p>
<p>Consignment Note Number _____</p>	
<p>Proper Shipping Name _____</p>	
<p>UN Number _____</p>	
<p>Class Number _____</p>	
<p>Packing group Number _____</p>	
<p>Type of Packaging used i.e. Box, Drum, Jerrican _____ Print name of person sending _____</p>	
<p>The number of Packages in consignment _____</p>	
<p>Aggregate quantity of Dangerous Goods in Consignment _____ Signature _____</p>	
<p style="text-align: right;">Date _____</p>	

I hereby declare that the contents of this consignment are fully and accurately described, packaged, marked, labelled and in all respect in proper condition for road transport as per government requirements

Note: declaration must be in duplicate and class label must be on the outside of the package

This way up arrows on both sides if the package is a liquid DG consignment

2 copies are to be handed to driver along with the consignment note