

2009 DANGEROUS GOODS CHECKLIST

FOR A NON-RADIOACTIVE SHIPMENT

The recommended checklist appearing on the following pages is intended to verify shipments at origin. Never accept or refuse a shipment before all items have been checked.

Shippers Declaration for Dangerous Goods (DGD)

YES	NO	N/A	Is the following information correct for each entry? Check Yes (Y), No (N), or Not Applicable (NA). If "No (N)" is filled in for any of the following lines, do not accept the shipment and give a duplicate copy of this completed form to the shipper.
Y	N		1. Two copies in English and in the IATA format [8.1.1, 8.1.2]
Y	N		2. Full name and address of Shipper and Consignee [8.1.6.1, 8.1.6.2]
Y			3. If the Air Waybill number is not shown, enter it. [8.1.6.3]
Y	N		4. The number of pages shown [8.1.6.4]
Y	N		5. The non-applicable Aircraft Type deleted [8.1.6.5]
Y			6. If full name of Airport or City of Departure or Destination is not shown, enter it. [8.1.6.6 and 8.1.6.7]
Y	N		7. The word "Radioactive" deleted [8.1.6.8]

Identification

Y	N		8. UN or ID Number, preceded by prefix [8.1.6.9.1, Step 1]
Y	N		9. Proper Shipping Name and the technical name in brackets for asterisked entries [8.1.6.9.1, Step 2]
Y	N		10. Class or Division, and for Class 1, the Compatibility Group [8.1.6.9.1, Step 3]
Y	N	NA	11. Subsidiary Risk, in parentheses, immediately following Class or Division [8.1.6.9.1, Step 4]
Y	N	NA	12. Packing Group [8.1.6.9.1, Step 5]

Quantity & Type of Packing

Y	N		13. Number and Type of Packages [8.1.6.9.2, Step 6]
Y	N		14. Quantity and unit of measure (net, or gross followed by "G", as applicable) per package [8.1.6.9.2, Step 6]
			15. When different dangerous goods are packed in one outer packaging, the following rules are complied with:
Y	N	NA	Compatible according to Table 9.3.A (note exception for chemical kits/first aid kits. See Packing Instructions 915 & Y915)
Y	N	NA	UN packages containing Division 6.2 [5.0.2.11(c)]
Y	N	NA	"All packed in one (type of packaging)" [8.1.6.9.2, Step 6(f)]
Y	N	NA	Calculation of "Q" value must not exceed 1 [5.0.2.11; 5.0.3.2; 8.1.6.9.2, Step 6(g)]
			16. Overpack
Y	N	NA	Wording "Overpack Used" [8.1.6.9.2, Step 7]
Y	N	NA	Compatible according to Table 9.3.A [5.0.1.5.1 and 5.0.1.5.3]

Packing Instructions

Y	N		17. Packing Instruction Number [8.1.6.9.3, Step 8]
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Authorizations

Y	N	NA	18. Wording "Limited Quantity" or "Ltd. Qty." if "Y" packing instruction used [8.1.6.9.4, Step 9]
Y	N	NA	19. Confirm application of relevant special provisions, the Special Provision Number if A1, A2, A51, A81 or A109 [8.1.6.9.4, Step 9]
Y	N	NA	20. Indication that governmental authorization is attached, including a copy in English [8.1.6.9.4, Step 9]
Y	N	NA	21. Additional approvals for other items under [8.1.6.9.4, Step 9]

Additional Handling Information

Y	N	NA	22. The mandatory statement shown for self-reactive and related substances of Division 4.1 and organic peroxides of Division 5.2, or samples thereof and for PBE [8.1.6.11.1, 8.1.6.11.2 and 8.1.6.11.3]
Y	N	NA	23. Name and Telephone Number of a responsible person for Division 6.2 Infectious Substance shipment [8.1.6.11.4]
Y	N		24. The air transport statement included [8.1.6.12]
Y	N		25. Name and Title (or Department) of Signatory, Place and Date indicated [8.1.6.13 and 8.1.6.14]
Y	N		26. Signature of Shipper [8.1.6.15]
Y	N	NA	27. Amendment or alteration signed by Shipper [8.1.2.6]

Air Waybill — Handling Information

Y	N		28. The statement: "Dangerous goods as per attached Shipper's Declaration" or "Dangerous Goods as per attached DGD" [8.2.1(a)]
Y	N	NA	29. "Cargo Aircraft Only" or "CAO", if applicable [8.2.1(b)]
Y	N	NA	30. Where non-dangerous goods are included, the number of pieces of dangerous goods shown [8.2.2]

Package(s) and Overpacks

Y	N		31. Packaging conforms with packing instruction and is free from damage or leakage [9.1.1.3 and the relevant PI]
Y	N		32. Same number and type of packagings and overpacks delivered as shown on DGD [9.1.1.3]

Markings

			33. UN Specification Packaging, marked according to 6.0.4 and 6.0.5:
Y	N	NA	Symbol and Specification Code
Y	N	NA	X, Y or Z meets or exceeds Packing Group/Packing Instruction requirements
Y	N	NA	Gross Weight within limits (Solids or Inner Packagings)
Y	N	NA	Infectious substance package marking [6.0.6]
Y	N		34. The UN or ID number(s) [7.1.5.1(a)]
Y	N		35. The Proper Shipping Name(s) including technical name where required [7.1.5.1(a)]
Y	N		36. The full name(s) and Address(es) of Shipper and Consignee [7.1.5.1(b)]
Y	N	NA	37. The Net Quantity of Explosives and Gross Weight of the package for Class 1 items [7.1.5.1(c)]
Y	N	NA	38. For consignments of more than one package of Classes 2 to 6 & 8 the net quantity, or gross weight followed by "G", as applicable, marked on the packages [7.1.5.1(d)]
Y	N	NA	39. Carbon Dioxide, Solid (Dry Ice), the net quantity marked on the packages [7.1.5.1(e)]
Y	N	NA	40. The Name and Telephone Number of a responsible person for Division 6.2 Infectious Substances shipment [7.1.5.1(f)]
Y	N	NA	41. The Special Marking requirements shown for Packing Instruction 202 [7.1.5.1(g)]
Y	N	NA	42. Limited Quantity packagings marked: "LIMITED QUANTITY" or "LTD. QTY." [7.1.5.3]

Labelling

Y	N		43. The label(s) identifying the Primary risk as per 4.2, Column E [7.2.3.2; 7.2.3.3(b)]
Y	N	NA	44. The label(s) identifying the Subsidiary risk next to Primary risk label(s), as per 4.2, Column D [7.2.3.2; 7.2.6.2.3]
Y	N	NA	45. Cargo Aircraft Only label, on the same surface near the Hazard label(s) [7.2.4.2; 7.2.6.3]
Y	N	NA	46. "Orientation" labels, if applicable [7.2.4.4]
Y	N	NA	47. "Magnetized Material" label, if applicable [4.2, Column E, 7.2.3.10 and 7.2.4.1]
Y	N	NA	48. "Cryogenic Liquid" labels, if applicable [7.2.4.3]
Y	N	NA	49. "Keep Away From Heat" label, if applicable [7.2.4.5]
Y	N		50. All above labels correctly affixed [7.2.6] and all irrelevant marks and labels removed [7.1.1; 7.2.1]

For Overpacks

Y	N	NA	51. Packaging use markings and hazard and handling labels, as required must be clearly visible or reproduced on the outside of the overpack [7.1.4.1, 7.2.7]
Y	N	NA	52. The word "Overpack" marked if all markings and labels are not visible [7.1.4]
Y	N	NA	53. "Cargo Aircraft Only" restrictions [5.0.1.5.3]

General

Y	N	NA	54. State and Operator variations complied with [2.9]
Y	N	NA	55. Cargo Aircraft Only shipments, a cargo aircraft operates on all sectors

COMMENTS:

CHECKED BY:

DATE & TIME:

SIGNATURE:

PLACE:

2009 DANGEROUS GOODS CHECKLIST

FOR A RADIOACTIVE SHIPMENT

The recommended checklist appearing on the following pages is intended to verify shipments at origin. Never accept or refuse a shipment before all items have been checked.

Shippers Declaration for Dangerous Goods (DGD)

YES	NO	N/A	Is the following information correct for each entry? Check Yes (Y), No (N), or Not Applicable (NA). If "No (N)" is filled in for any of the following lines, do not accept the shipment and give a duplicate copy of this completed form to the shipper.
Y	N		1. Two copies in English and in the IATA format [10.8.1.2; 10.8.1.4; and 8.1.1]
Y	N		2. Full name and address of Shipper and Consignee [10.8.3.1, 10.8.3.2]
Y			3. If the Air Waybill number is not shown, enter it. [10.8.3.3]
Y	N		4. The number of pages shown [10.8.3.4]
Y	N		5. The non-applicable Aircraft Type deleted [10.8.3.5]
Y			6. If full name of Airport or City of Departure or Destination is not shown, enter it [10.8.3.6 and 10.8.3.7]
Y	N		7. The word "Non-Radioactive" deleted [10.8.3.8]

Identification

Y	N		8. UN Number, preceded by prefix "UN" [10.8.3.9.1, Step 1]
Y	N		9. Proper Shipping Name [10.8.3.9.1, Step 2]
Y	N		10. Class 7 [10.8.3.9.1, Step 3]
Y	N	NA	11. Subsidiary Risk, in parentheses, immediately following Class [10.8.3.9.1, Step 4]
Y	N	NA	12. Packing Group if required for Subsidiary Risk [10.8.3.9.1, Step 5]

Quantity & Type of Packing

Y	N		13. Name or Symbol of Radionuclide(s) [10.8.3.9.2, Step 6 (a)]
Y	N	NA	14. A description of the physical and chemical form if in other form [10.8.3.9.2, Step 6 (b)]
Y	N	NA	15. "Special Form" (not required for UN 3332 or UN 3333) or low dispersible material [10.8.3.9.2, Step 6 (b)]
Y	N		16. The number and type of packages and the activity in becquerel or multiples thereof in each package. For Fissile Material the total weight in grams or kilograms of fissile material may be shown in place of activity [10.8.3.9.2, Step 7]
Y	N	NA	17. For different individual radionuclides, the activity of each radionuclide and the words "All packed in one" [10.8.3.9.2, Step 7]
Y	N	NA	18. Activity within limits for Type A packages [Table 10.4.B], Type B, or Type C (see attached competent authority certificate)
Y	N	NA	19. Words "Overpack Used" shown on the DGD [10.8.3.9.2, Step 8]

Packing Instructions

Y	N		20. Category of package(s) or overpack [10.8.3.9.3, Step 9 and Table 10.5.C]
Y	N	NA	21. Transport Index and dimensions for Category II and Category III only [10.8.3.9.3, Step 9]
Y	N	NA	22. For Fissile Material the Criticality Safety Index or the words "Fissile Excepted" [10.8.3.9.3, Step 9]

Authorizations

			23. Identification marks shown and a copy of the document in English attached to DGD for the following [10.8.3.9.4, Step 10; 10.5.7.2.2]:
Y	N	NA	Special Form approval certificate
Y	N	NA	Low dispersible material approval certificate
Y	N	NA	Type B package design approval certificate
Y	N	NA	Other approval certificates as required
Y	N	NA	24. Additional Handling Information [10.8.3.11]
Y	N		25. The air transport statement included [10.8.3.12]
Y	N		26. Name and Title (or Department) of Signatory, Place and Date indicated [10.8.3.13 and 10.8.3.14]
Y	N		27. Signature of Shipper [10.8.3.15]
Y	N	NA	28. Amendment or alteration signed by Shipper [10.8.1.7]

Air Waybill — Handling Information

Y	N		29. The statement: "Dangerous goods as per attached Shipper's Declaration" or "Dangerous Goods as per attached DGD" [10.8.8.1(a)]
Y	N	NA	30. Cargo Aircraft Only or CAO, if applicable [10.8.8.1(b)]
Y	N	NA	31. Where non-dangerous goods are included, the number of pieces of dangerous goods shown [10.8.8.2]

Package(s) & Overpacks

Y	N		32. Same number and type of packagings and overpacks delivered as shown on DGD
Y	N		33. Unbroken transportation seal [10.6.2.1.1.2; 10.6.2.5.2] and package in proper condition for carriage [9.1.1.3; 9.1.1.4]

Markings

Y	N	NA	34. Industrial packages and packages containing Fissile material marked as per 10.7.1.3.3 or 10.7.1.3.7
Y	N	NA	35. Type A packages, marked as per 10.7.1.3.4
Y	N	NA	36. Type B packages, marked as per 10.7.1.3.5
Y	N	NA	37. Type C packages, marked as per 10.7.1.3.6
Y	N		38. The UN Number [10.7.1.3.1]
Y	N		39. The Proper Shipping Name [10.7.1.3.1]
Y	N		40. The full Name and Address of the Shipper and Consignee [10.7.1.3.1]
Y	N	NA	41. The permissible gross weight if it exceeds 50 kg [10.7.1.3.1]

Labelling

Y	N		42. Two correctly completed Radioactive Hazard labels on opposite sides [10.7.3.3; 10.7.4.3.1]
Y	N	NA	43. Applicable label(s) identifying the Subsidiary risk next to the Radioactive Hazard labels [10.7.3.2; 10.7.4.3] completed
Y	N	NA	44. Two Cargo Aircraft Only labels, if required, on the same surface near the Hazard labels [10.7.4.2.4; 10.7.4.3.1; 10.7.4.4.1]
Y	N	NA	45. For fissile materials, two correctly completed Criticality Safety Index (CSI) labels on the same surface as the hazard labels [10.7.3.3.4; 10.7.4.3.1]
Y	N		46. All labels correctly affixed and irrelevant marks and labels removed [10.7.1.1; 10.7.2.1; 10.7.4]

For Overpacks

Y	N	NA	47. Packaging markings as required must be clearly visible or reproduced on the outside of the overpack [10.7.1.4.1]
Y	N	NA	48. The word "Overpack" marked if all markings are not visible [10.7.1.4.2]
Y	N	NA	49. Hazard labels reflect total for overpack [10.7.3.4]
Y	N	NA	50. Conditions of 10.7.3.4 complied with

General

Y	N	NA	51. State and Operator variations complied with [2.9]
Y	N	NA	52. Cargo Aircraft Only shipments, a cargo aircraft operates on all sectors
Y	N	NA	53. Packages containing Carbon dioxide solid (dry ice), the marking, labelling and documentary requirements complied with [Packing Instruction 904; 7.1.5.1(e); 7.2.3.10]

COMMENTS:

CHECKED BY:

DATE & TIME:

SIGNATURE:

PLACE:

2009 ACCEPTANCE CHECKLIST

FOR DRY ICE (Carbon Dioxide, Solid)

A checklist is required for all shipments of dangerous goods (9.1.4) to enable proper acceptance checks to be made. The following checklist is provided to assist shippers and carriers with the acceptance of dry ice when packaged on its own or with non-dangerous goods.

For use when a Shipper's Declaration for Dangerous Goods is not required.

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

YES	NO	N/A	Is the following information correct for each entry? Check Yes (Y), No (N), or Not Applicable (NA). If "No (N)" is filled in for any of the following lines, do not accept the shipment and give a duplicate copy of this completed form to the shipper.
Y	N		1. The UN Number "1845", preceded by the prefix "UN"
Y	N		2. The words "Carbon dioxide, solid" or "Dry ice"
Y	N		3. The Class number "9"
Y	N		4. The number of packages of dry ice
Y	N		5. The net quantity of dry ice in kilograms

NOTE: The packing group "III" and packing instruction "904" are optional.

Quantity

Y	N		6. The quantity of dry ice per package is 200 kg or less [4.2]
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Packages & Overpacks

Y	N		7. The number of packages containing dry ice delivered as shown on the Air Waybill
Y	N		8. Packages are free from damage and in a proper condition for carriage
Y	N		9. The packaging conforms with Packing Instruction 904 and the package is vented to permit the release of gas

Markings (Only use this section when accepting individual packages containing dry ice)

Y	N		10. The words "Carbon dioxide, solid" or "Dry ice" [7.1.5.1(a)]
Y	N		11. The UN number "1845" preceded by prefix "UN" [7.1.5.1(a)]
Y	N		12. Full name and address of the shipper and consignee [7.1.5.1(b)]
Y	N		13. The net quantity of dry ice within each package [7.1.5.1(e)]

Labels

Y	N		14. Class 9 label affixed [7.2.3.10]
Y	N	NA	15. Irrelevant marks and labels removed [7.1.1(b); 7.2.1(a)]

State & Operator Variations

Y	N	NA	16. State and operator variations complied with [2.9]
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COMMENTS:

CHECKED BY:

DATE & TIME:

SIGNATURE:

PLACE: