

## The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations 2009 (as amended)

### Authorisation No. 284

#### Applicable to carriage by road and rail

This authorisation is given in accordance with Regulation 12 of the Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations 2009 (as amended) (CDG 2009).

#### PURPOSE

To permit the carriage of small quantities of certain dangerous goods by end-to-end postal operators without application of the full provisions of the Regulations.

#### TIME LIMIT

This authorisation comes into effect on 1st January 2013 for contract customers and 1st July 2013 for social customers and remains valid unless otherwise revoked.

#### ALTERNATIVE CARRIAGE PROVISIONS

This authorisation applies to the dangerous goods specified in Annex A below in the quantities specified and packed and labelled also as specified in Annex A and B below.

For the purposes of this authorisation:

**Postal operator** *means* a postal operator as defined in Section 27 of the Postal Services Act 2011.

**Contract customer** *means* a person, company or organisation that has entered into a written contract with the Postal Operator.

**Social customer** *means* a person, company or organisation that uses the services of the Postal Operator without having entered into a written contract with the Postal Operator.

**ICAO Technical Instructions** *means* the 2013-14 edition of the Technical Instructions for the Safe Transport of Dangerous Goods by Air (ICAO Doc 9284) as amended.

The postal operator shall:

1. Assign responsibility for policy on the carriage of dangerous goods at senior managerial level.

2. Have a written company Dangerous Goods Policy setting out the organisation's minimum standards and processes to achieve compliance.
3. Raise awareness concerning dangerous goods and the terms of their acceptance with its external customers e.g. through written terms and conditions, information provided on websites and marketing material, advice to customers provided by sales teams, etc.
4. Raise awareness of the dangerous goods policy and its application with internal staff.
5. Train personnel implementing the dangerous goods policy, commensurate with their responsibilities, and keep a current record of all dangerous goods training given to individual personnel.
6. Have established effective documented procedures for the acceptance of permitted dangerous goods which include reasonable measures for verifying that the applicable packaging, marking and labelling requirements have been complied with.
7. Have established effective documented procedures aimed at preventing the acceptance of prohibited goods.
8. Have demonstrated that the total gross mass of dangerous goods carried on any road vehicle or rail wagon does not exceed the applicable thresholds for placarding, or that vehicles/wagons are placarded as required by the CDG regulations.
9. Audit compliance as an ongoing process, using the findings to challenge and rectify sources of non-compliance;
10. Have established effective documented procedures for the reporting of non-compliant occurrences to the DfT/HSE.
11. Have established a process for non-compliant items identified after acceptance for carriage, which either makes the items compliant with the applicable modal dangerous goods transport requirements or arranges for the destruction of goods when these requirements cannot be met.
12. Have established a customer feedback process to notify senders when dangerous goods not permitted under the exemption are identified (e.g. through screening or after leakage/spillage), where the senders' address can be identified.
13. Ensure that a risk assessment has been carried out for all aspects of the transport operation and that any risks are properly mitigated.
14. No other provisions of CDG 2009 shall apply.

**Jeffrey M. Hart**

Head of Dangerous Goods Division, Department for Transport, who has been duly authorised to sign in that behalf

30 November 2012

## Annex A - Exempt Dangerous Goods in the Mail

UN number	Proper Shipping Name	Intended product or use	Maximum inner receptacle size	Maximum number of receptacles per outer packaging	Packaging	Package Marking/Labelling
ID8000 (UN1950*)	Consumer Commodity  (Aerosols, flammable and non-flammable only)	Medicinal, dressing or grooming	350 ml	2	Aerosols must be tightly packed in strong outer packaging and must be packed, secured or cushioned so as to prevent any damage to the aerosols. Valves must be protected by a cap or other suitable means to prevent inadvertent release of the contents during transport.	See Annex B
UN3065	Alcoholic Beverages (>24%, <70%)	Alcoholic beverages sent for personal consumption	1 litre	2	Packed such that any inadvertent leakage of the alcoholic beverage is contained within the outer packaging. This may be achieved by the alcoholic beverage being contained in a leak-proof outer packaging or being placed in a leak-proof liner and then placed in an outer packaging.	None required.

<b>UN number</b>	<b>Proper Shipping Name</b>	<b>Intended product or use</b>	<b>Maximum inner receptacle size</b>	<b>Maximum number of receptacles per outer packaging</b>	<b>Packaging</b>	<b>Package Marking/Labelling</b>
ID8000 (UN1266*)	Consumer Commodity  Perfumery Products	Perfumes and aftershaves	150ml	4	Perfumery products must be within retail packaging, placed in strong outer packaging. Inner packagings must be so packed, secured or cushioned in an outer packaging in such a way that, under normal conditions of transport, they cannot break, be punctured or leak their contents into the outer packaging.	See Annex B
ID8000 (UN1263*)	Consumer commodity  Paint and Paint related material	Nail varnish	30ml	4	Bottles of nail varnish must be placed in strong outer packaging and be so packed, secured or cushioned in an outer packaging in such a way that, under normal conditions of transport, they cannot break, be punctured or leak their contents into the outer packaging.	See Annex B

<b>UN number</b>	<b>Proper Shipping Name</b>	<b>Intended product or use</b>	<b>Maximum inner receptacle size</b>	<b>Maximum number of receptacles per outer packaging</b>	<b>Packaging</b>	<b>Package Marking/Labelling</b>
UN2800	Batteries, wet, non-spillable	Batteries for consumer electronic devices	1.5kg	1	<p>New, non-spillable batteries which comply with Special Provision 238 of the UN Recommendations on the Transport of Dangerous Goods, Model Regulations.</p> <p>Batteries must be protected from short circuit (e.g. by the effective insulation of exposed terminals).</p>	Outer packaging to be marked ‘Not restricted’ and ‘SP 238/SP A67’.

<b>UN number</b>	<b>Proper Shipping Name</b>	<b>Intended product or use</b>	<b>Maximum inner receptacle size</b>	<b>Maximum number of receptacles per outer packaging</b>	<b>Packaging</b>	<b>Package Marking/Labelling</b>
ID8000 (UN1851)  (UN3248)	Consumer Commodity  Medicine, liquid, toxic, n.o.s  Medicine, liquid, flammable, toxic, n.o.s  Other liquid medicines which are flammable	Prescription and non prescription medicines sent to an individual for personal use	50ml	8	Medicines sent from a registered pharmacy or medical professional, These must be packed in strong outer packaging and must be packed, secured or cushioned so as to prevent any damage to the medicines and contain any leakage within the outer packaging by way of either a leak-proof liner or absorbent material.	See Annex B
ID8000 (UN3249)	Consumer Commodity  Medicines, solid, toxic, n.o.s.	Prescription and non prescription medicines sent to an individual for personal use	50g	8	Sent from a registered pharmacy or medical professional packed in sift-proof outer packaging	See Annex B

**\*To enable a single marking to be used these specific UN Numbers are each identified as ID8000 for the purpose of package marking/labelling (see Annex B)**

**Lithium batteries with equipment:**

UN Number	UN3481	UN3091
Proper Shipping Name	<b>Lithium ion batteries packed with equipment</b> , which comply with Section II of Packing Instruction 966 of the ICAO Technical Instructions	<b>Lithium metal batteries packed with equipment</b> (including lithium alloy batteries), which comply with Section II of Packing Instruction 969 of the ICAO Technical Instructions
Specific Requirements	1) For lithium ion cells, the Watt-hour rating is not more than 20 Wh; 2) For lithium ion batteries, the Watt-hour rating is not more than 100 Wh;	1) for a lithium metal cell, the lithium content is not more than 1 g; 2) for a lithium metal or lithium alloy battery, the aggregate lithium content is not more than 2 g;
Common Requirements	1) Each cell and battery is of the type proven to meet the requirements of each test in the UN <i>Manual of Tests and Criteria</i> , Part III, section 38.3. <i>Note.— Batteries are subject to these tests irrespective of whether the cells of which they are composed have been so tested.</i> 2) cells and batteries must be manufactured under a quality management programme as specified in the ICAO Technical Instructions. 3) Any person preparing or offering cells or batteries with or in equipment for transport must receive adequate instruction on the requirements commensurate with their responsibilities. 4) Cells or batteries, identified by the manufacturer as being defective for safety reasons, or that have been damaged, that have the potential of producing a dangerous evolution of heat, fire or short circuit are forbidden for transport (e.g. those being returned to the manufacturer for safety reasons).	
Quantity Per Outer Package	The maximum net quantity of lithium ion or lithium metal cells or batteries per package is 5 kg. Additionally, the maximum number of batteries in each package must be the minimum number required to power the equipment, plus two spares.	

<b>Packaging</b>	<p>1) Cells and batteries must be packed in inner packagings that completely enclose the cell or battery.</p> <p>2) Cells and batteries must be protected so as to prevent short circuits. This includes protection against contact with conductive materials within the same packaging that could lead to a short circuit.</p> <p>3) The equipment must be secured against movement within the outer packaging and must be equipped with an effective means of preventing accidental activation.</p> <p>4) Batteries must be packed in strong outer packaging (boxes, drums or jerricans).</p> <p>5) Cells or batteries must:</p> <ul style="list-style-type: none"> <li>a) be placed in inner packaging that completely enclose the cell or battery then placed in a strong outer packaging; or</li> <li>b) be placed in inner packaging that completely enclose the cell or battery, then placed with the equipment in a strong outer packaging.</li> </ul> <p>6) Each package of cells or batteries, or the completed package, must be capable of withstanding a 1.2 m drop test in any orientation without:</p> <ul style="list-style-type: none"> <li>a) damage to cells or batteries contained therein;</li> <li>b) shifting of the contents so as to allow battery to battery (or cell to cell) contact; or</li> <li>c) release of contents.</li> </ul>
<b>Marking</b>	<p>Packages shall be marked with the name and address of the consignor. The address may be identified by recording the building/house name/number and postcode.</p>
<b>Labelling</b>	<p>Each package must be labelled with a lithium battery handling label (Figure 5-31 of the ICAO Technical Instructions).</p> <p>For contract customers, the lithium battery handling label must show “Lithium metal batteries” or “Lithium ion batteries”, as applicable. Where the package contains both types of batteries, the label must show “Lithium metal and lithium ion batteries”.</p> <p>Social customers may identify the batteries on the lithium battery handling label as ‘Lithium Ion and/or Lithium Metal Batteries’ (if the specific type of battery is unknown).</p>



<b>Documentation</b>	<p>Social customers are exempt from documentation requirements.</p> <p>For contract customers, each consignment must be accompanied with a document with an indication that:</p> <ul style="list-style-type: none"><li>a) the package contains lithium ion cells or batteries;</li><li>b) the package must be handled with care and that a flammability hazard exists if the package is damaged;</li><li>c) special procedures must be followed in the event the package is damaged, to include inspection and repacking if necessary; and</li><li>d) a telephone number for additional information.</li></ul>
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**Annex B - Package Marking Requirement for the Consumer Commodities and Medicines listed in Annex A**

1. All markings shall be durable, readily visible, legible and able to withstand open weather exposure without a substantial reduction in effectiveness.
2. Packages shall be marked with the name and address of the consignor. The address may be recorded as the building or house name/number and the postcode.
3. Where identified in Appendix A (above), the following marking shall be applied. The marking shall be in black print on a white background. The minimum overall dimensions (the area within the printer's marks indicated by the dimensional arrows) shall be 99 mm wide x 139 mm high. The minimum dimensions of the Limited Quantity by air marking and Class 9 hazard label included within the marking (the two square symbols set at an angle of 45 degrees) shall be 50mm x 50mm. Text shall be at least 2mm in height. The type of dangerous goods (medicines, perfume/aftershave, etc.) shall have been identified by a tick(s) within the appropriate box(es).

