## Transportation of Hazardous Material

1. **Purpose**

The purpose of this procedure is to establish guidelines for the transportation of hazardous material. A hazardous material is defined as any substance that could adversely affect the safety of the public, handlers or carriers during transportation.

The U.S. Department of Transportation (DOT) enacts and enforces all hazardous materials transportation laws in the United States. Compliance with DOT regulations is a requirement for any person involved in transporting or shipping of a hazardous material.

1. **Classification**

Before allowing a carrier to take possession of hazardous materials for transport, the consignor must determine the classification of the hazardous materials. Hazardous materials are grouped into nine different classes as show below.

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| **Class 1: Explosives** | 1.1 mass explosion hazard, 1.2 projectile hazard, 1.3 minor blast/projectile/fire, 1.4 minor blast, 1.5 insensitive explosives, 1.6 very insensitive explosives |
| **Class 2: Compressed Gases** | 2.1 flammable gases, 2.2 non flammable compressed, 2.3 poisonous |
| **Class 3: Flammable Liquids** | Flammable (flash point below 141°) Combustible (flash point 141°‐200°) |
| **Class 4: Flammable Solids** | 4.1 flammable solids, 4.2 spontaneously combustible, 4.3 dangerous when wet |
| **Class 5: Oxidizers and Organic Peroxides** | 5.1 oxidizer, 5.2 organic peroxide |
| **Class 6: Toxic Materials** | 6.1 Material that is poisonous 6.2 Infectious Agents |
| **Class 7: Radioactive Material** | Radioactive I Radioactive II Radioactive III |
| **Class 8: Corrosive Material** | Destruction of the human skin Corrode steel at a rate of 0.25 inches per year. |
| **Class 9: Miscellaneous** | A material that presents a hazard during shipment but does not meet the definition of the other classes. |

1. **Labeling**

A person shall not offer for transport, transport or import a means of containment that contains hazardous materials unless each hazardous materials placard is displayed on it. Labels and markings shall be attached to or printed on the package. The hazardous material information required for each label can be found on the Hazardous Material Table of 49 CFR Part 172.101. The label shall include the following:

* Name and address of shipper.
* Name and address of receiver.
* Proper shipping name (column 2 hazmat table).
* Numeric hazard class and division (column 3 hazmat table).
* UN/NA ID number (column 4 hazmat table).
* Packing Group (column 5).
* Choose proper label(s) from column 6 in hazmat table (Packages may have more than 1 label).

1. **Documentation**

Before allowing a carrier to take possession of hazardous materials for transport, the consignor shall prepare and give to that carrier a shipping document or, if the carrier agrees, an electronic copy of the shipping document. The shipping document shall contain the following:

* Appropriate DOT shipping description including proper shipping name, hazard class, UN/NA ID number and packing group ‐hazmat table.
* Total Quantity.
* Emergency Response Information (24 hour telephone number).
* Shipper name and address.

A consignor must be able to produce a copy of any shipping document:

* For two years after the date the shipping document or an electronic copy of it was prepared or given to a carrier by the consignor, for hazardous materials imported into the US.
* For two years after the date the consignor ensured that the carrier, on entry into the US, had a shipping document or was given an electronic copy of one.
* Within 15 days after the day on which the consignor receives a written request from an inspector.

1. **Containment**

A person shall not handle, offer for transport or transport hazardous materials in a means of containment unless the means of containment is designed, constructed, filled, closed, secured and maintained so that under normal conditions of transport, including handling, there will be no accidental release of hazardous materials that could endanger public safety.

1. **Loading**

A person shall load and secure hazardous materials in a means of containment and must load and secure the means of containment on a means of transport in such a way as to prevent, under normal conditions of transport, damage to the means of containment or to the means of transport that could lead to an accidental release of the hazardous materials.

1. **Accidental Release**

In the event of an accidental release of hazardous materials from a means of containment, a person who has possession of the hazardous materials at the time of the accidental release shall make an immediate report of the accidental release to appropriate authority, if the accidental release consists of a quantity of hazardous materials or an emission of radiation that exceed quantities set out for each Class of hazardous materials.

Where an accidental release of hazardous materials in excess of a prescribed quantity or concentration occurs or is imminent from a means of containment being used to handle or transport dangerous goods, any person who at the time has the charge, management or control of the means of containment shall report the occurrence or imminence of the release. Every person required to make a report shall, as soon as possible in the circumstances, take all reasonable emergency measures to reduce or eliminate any danger to public safety that results or may reasonably be expected to result from the release.

1. **Training**

A person who handles, offers for transport or transports hazardous materials shall be adequately trained and hold a training certificate or perform those activities in the presence and under the direct supervision of a person who is adequately trained and who holds a training certificate. An employee must not be directed or allowed to handle, offer for transport or transport hazardous materials unless these conditions have been met.