



Memo No. 2019-002
Date: 10-Jan-2019
Memo To: Clients
Re: Follow Up - Labelling Packages and the Transportation of Dangerous Goods (TDG) Act and Regulations

This memo is a follow up to memo No. 2018-051, Labelling Packages and the Transportation of Dangerous Goods (TDG) Act and Regulations.

Thank you for your cooperation in reviewing your processes to ensure ICL transport packages/boxes are properly labelled and that waybills are properly completed. And, thanks for reaching out to confirm the information in the first memo. Daily, ICL will continue to audit the boxes and waybills received and will continue to reach out to you when necessary.

We have added a few points of clarification to the ICL Guidelines.

ICL Guidelines:

1. Most specimens sent to ICL are diagnostic specimens *not reasonably suspected to contain a pathogen classified by TDG Regulations as Category A or B*. Please ensure proper classification of specimens; ship **routine diagnostic specimens** in packages labeled “**Exempt Human Specimen**”. ICL packaging systems will be pre-labeled in this manner and will provide clients additional “Exempt Human Specimen” labels if requested. Ensure that all inappropriate labels are removed from packages prior to shipping. Please do not select unnecessary DG classification on the waybill; the courier waybill must match the package. »**Added:** Please do not remove the default “Exempt Human Specimen” label from the ICL boxes. Do not apply any additional labels, e.g., “biohazard” or “samples inside” or “category B” labels.
2. Ship **specimen(s) you classify as UN3373, i.e. suspected to contain a pathogen that is DG Category B, in a separate package**. Place a large UN3373 label to cover the default “Exempt Human Specimen” label and complete the waybill accordingly. »**Added:** When sending a Category B specimen to ICL, cover the default label on the box with the UN3373 label. Send in a separate box or indicate to ICL in the box which specimen is the Category B specimen.
3. **Do not send ICL any specimen you suspect contains a DG Category A pathogen**. Consult your scientific staff for assistance in categorization; you must contact ICL prior to shipping Category A specimens.
4. If you are shipping **packages containing dry ice, classification as DG UN1845 is required only for air shipments**. Packages appropriately vented and transported by land need not be classified as DG; the UN1845/Class9 label isn’t required; prepare the courier waybill accordingly. »**Added:** This guideline point is applicable when shipping by Purolator. However, from an operation’s perspective, FedEx requires that all packages containing dry ice must be labeled as UN1845/Class9 and declared on the waybill.

Thanks again and don’t hesitate to reach out if needed.

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