



**Memo No.** 2018-051  
**Date:** 11-Dec-2018  
**Memo To:** Clients  
**Re:** Labelling Packages and the Transportation of Dangerous Goods (TDG) Act and Regulations

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ICL provides some complimentary routine courier services including packaging systems. Couriers have recently begun diligently enforcing additional handling charges for packages containing dangerous goods (DG), including Infectious Substances Category B (UN3373) and Dry Ice (UN1845). When ICL receives a package classified as UN3373, we are required to continue this classification for subsequent specimen shipment(s) to testing lab(s). The financial impact of the additional handling charges for both incoming and outgoing specimens is significant and ICL is not able to absorb the extra costs. In the coming months, ICL will establish processes to pass these charges to labs shipping specimens with these classifications.

In order to avoid unnecessary additional handling charges, ICL is requesting you review your packaging processes to ensure that classification as a DG is not the default and is only made when warranted. It is each client's responsibility to package and ship specimens in accordance with the TDG Act and Regulations.

**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.
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 UN3373 label to cover the default "Exempt Human Specimen" label and complete the waybill accordingly.
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.

These Guidelines will help ensure packages are not mislabeled. If you have any questions, do not hesitate to ask. For your convenience, you may wish to refer to a recent TDG Bulletin and the listing of pathogens in Categories A and B  
[https://www.tc.gc.ca/media/documents/tdg-eng/BULLETIN\\_-SHIPPING\\_INFECTIOUS\\_SUBSTANCES.pdf](https://www.tc.gc.ca/media/documents/tdg-eng/BULLETIN_-SHIPPING_INFECTIOUS_SUBSTANCES.pdf)  
<https://www.tc.gc.ca/eng/tdg/clear-part2-339.htm>

Sincerely,

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