Exempt • Unregulated shipping quick reference

And Shipping labels
Print this page and cut out label to affix to box. (packing tape is recommended)
Use wide clear tape to completely cover labels to protect from weather; rain, snow, etc.
Exempt Specimens

• Determining if a specimen is exempt is based on the following criteria:
  1. Must be taken directly from a patient or animal
  2. Professional judgment has been made to determine the sample does not contain an infectious substance
     • No local outbreaks of infectious disease at time of extraction
     • Patient displays no symptoms of infectious disease
     • Medical history does not indicate pre-existing infectious disease
     • Specimen has minimal likelihood of containing a pathogen
Exempt Specimens

• Exempt Specimens are specimens that do not contain infectious agents, or are not known to contain infectious agents. Two kinds:
  – Exempt Human Specimens
  – Exempt Animal Specimens

  – Exempt from the Dangerous Goods Regulations, however, some regulatory requirements do apply:
    • Must be triple packaged (triple packaging prevents leakage)
    • Must be properly marked and labeled
1. **Leakproof primary receptacle(s):** Cryovial, test tube, eppendorf tube, etc. Petri plate INSIDE a ziploc bag
   - All primary containers must be sealed. Tape or parafilm around tube caps, ziploc bags must be taped, etc
   - Multiple fragile primaries must be wrapped individually to avoid contact

2. **Leakproof secondary packaging,** sealed so that it will not open and spill the contents during transport (outer ziploc bags must be taped shut)
   - There must be sufficient **absorbent** to soak up the total volume if breakage occurred. (Not needed if specimen is solid)
   - Absorbent must be placed inside the secondary package.
   - Must be able to withstand an internal pressure of 95 kPa (internal pressure due to expansion during flight, without exploding)

3. **Rigid outer packaging** that is adequate strength for its capacity, weight, and intended use
   - One surface must be at least 4 inches x 4 inches (or 100mm x 100mm)
Proper Packaging of A Shipment Including Dry Ice

- Insulated cooler must be packed in outer cardboard box.
- Tape ONLY the center where the flaps meet on top of the box.
All packages must have complete shipper and receiver addresses.

All packages containing **Dry Ice** must have:
- Class 9 Miscellaneous Dangerous Good label
- UN 1845 Dry Ice label, write the mass of the dry ice on the label

Required label for exempt human specimens and exempt animal specimens:

Check the appropriate box for your sample.
Unregulated specimens

• Non-pathogenic genetically modified organisms and microorganisms
  – Organisms or microorganisms that have been purposely altered through genetic engineering in a way that does not occur naturally
  – Not regulated when transported by ground within the US

BUT: Some non-pathogenic genetically modified organisms and microorganisms are Class 9 Dangerous Goods when shipped outside the US
  • Contact OSEH if you are unsure if your sample is regulated
Unregulated specimen: examples

- Substances with no probability or a low probability of containing an infectious substance. Included are
  - Wild type microorganisms that do not cause disease in humans or animals
  - Dried blood spots, specimens for fecal blood detection
  - Substances that have been treated so that pathogens have been neutralized
  - Blood, blood components, tissues or organs collected for transfusion or transplantation
  - Foodstuff or environmental samples (water, dust, mold)
How Much Dry Ice Should Be Included?

• Recommendation:
  – Dry ice will sublimate from a solid to a gas at a rate of 5-10 pounds (2.27-4.54 kg) per 24 hours when shipped in an appropriate insulated cooler
  • Actual time will vary depending on:
    – Package used
    – Volume and density of the dry ice

  – Refer to package manufacturer’s recommendations to determine the correct amount of dry ice to include in your shipment.
UPS Packaging Quantity Limits

• The weight entered for dry ice must be less than the total weight of the shipment.

• Packages designated for **diagnostic or medical purposes**
  – UPS “Blue Label” is required for shipments designated for diagnostic or medical purpose.

• Packages containing **non-medical, non-hazardous** materials must be 2.5 kg (5.5 pounds or less)
  – If greater than 2.5kg (5.5 pounds) a separate UPS hazardous material agreement is required. Contact UM Procurement for additional details.
Proper Packaging of A Shipment Including Dry Ice

- Place labels on vertical side of box (not top or bottom)
- Ensure shipment will arrive during business hours
- Ensure packaging is constructed for proper venting (unvented dry ice can explode)

Must include the words “Dry Ice” written or printed and “UN1845”

Must use a Class 9, dry ice label for all dry ice packages

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New Requirement:
No vertical line between black stripes and white area

Do Not Forget the Shipment Specific Labels
Based on What is Being Shipped (e.g. Cat B, Exempt or GMMO)