Hazmat Series Part 5: Shipping Papers and Other Important Documentation

Dave Buccolo, General Manager, Central California Traction Company

October 28, 2016
## Diamond Vogel Paint

**Delivery Address:**
McCoy & Hatfield Paints  
123 Fighting Lane  
Mason-Dixon, VA 23231

**Billing Address:**

<table>
<thead>
<tr>
<th>HM</th>
<th>No. of Units</th>
<th>Shipping Description</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>1 box</td>
<td>Aluminum powder, coated,</td>
<td>5 kg</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4.1, UN1309, PGIII</td>
<td></td>
</tr>
</tbody>
</table>

This is to certify that the above-named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.

Signed Andrew Landers  
Date 5/29/2009

**SAFETY BEGINS WITH YOU!**
Module 2 Objectives

After completing Module 2 on Shipping Papers, you should be able to:

- Identify the term 'shipping papers' as it relates to hazardous materials or hazardous substances, and describe the information that must be included on them.
- Describe additional information entries needed for DOT Special Permits, limited quantities, hazardous substances, hazardous wastes, radioactive materials, and empty packagings.
- Describe additional entries required for hazardous material shipments by air, rail, highway, and water.
- Determine when technical names or other special additional entries are required to properly handle and transport hazardous materials.
- Describe the guidelines related to the emergency response telephone number.
- Compare the shipper's certification requirements for domestic, international, and air shipments.
- Identify additional documentation required for hazardous waste shipments.
- Identify record retention requirements for shipping papers relating to hazardous materials.
Definition of Shipping Papers

As used in the HMR, a shipping paper for hazardous materials transportation is any document that contains the information required to describe the hazardous material being transported. It may include:

- a shipping order
- a bill of lading
- a manifest
- or other type shipping documents
Basic Rules for Shipping Papers

The basic rule for shipping papers is that if you transport any quantity of a hazardous material, a properly prepared shipping paper must accompany the shipment. This includes materials identified as hazardous substances, hazardous wastes, and marine pollutants. Unless excepted, each person who offers a hazardous material for transportation must accurately describe the hazardous material on the shipping paper in the manner required by the HMR.
Shipping Paper Exceptions

There are certain shipments of hazardous materials that do not require description as hazardous materials on a shipping paper. Some of the more common exceptions are:

- Shipments with a letter "A" in column 1 of the HMT, if shipped by highway, rail, or vessel only
- Shipments with a letter "W" in column 1 of the HMT, if shipped by highway, rail, or air only
- Small quantity shipments
- Certain agricultural shipments
- Materials of Trade shipments
- Certain U.S. Department of Energy (DOE) and U.S. Department of Defense (DOD) shipments
- ORM-D shipments, unless the material is offered or intended for transportation by air

None of these exceptions apply if the material is a hazardous waste, hazardous substance, or marine pollutant.
**Example of a Shipping Paper Exception**

Hazardous material: Dibromodifluoromethane  
Mode of shipment: Highway, rail, or vessel, but not air  
Hazardous waste: No  
Hazardous substance: No  
Marine pollutant: No  
Hazardous materials description required: No

<table>
<thead>
<tr>
<th>HM</th>
<th>No. of Units</th>
<th>Shipping Description</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td><strong>Does not require description as hazardous materials on a shipping paper.</strong></td>
<td></td>
</tr>
</tbody>
</table>

Emergency Contact: (202) 555-1234
Mixed Shipments

Mixed Shipments on the same Shipping Paper

When hazardous materials and non-hazardous materials are entered on a shipping paper, the hazardous materials entries must:

- Be entered first, before the non-hazardous material; or
- Be either highlighted or entered in a contrasting color that clearly contrasts with any description for non-hazardous materials; or
- Be identified with the letter 'X' in the column captioned 'HM' before the proper shipping name. In the case of a hazardous substance, the letter 'X' may be replaced with the letters 'RQ' for Reportable Quantity.

Even if the hazardous material is entered first or in a contrasting color, you may still place an X or, where appropriate, RQ, in the HM column.

<table>
<thead>
<tr>
<th>HM</th>
<th>No. of Units</th>
<th>Shipping Description</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>RQ</td>
<td>20 Boxes</td>
<td>RQ, Ammonium dichromate, 5.1, UN1439, PGII</td>
<td>170 kg</td>
</tr>
<tr>
<td>X</td>
<td>10 Boxes</td>
<td>Butyric Acid, 8, UN2820, PGIII</td>
<td>205 kg</td>
</tr>
<tr>
<td>X</td>
<td>4 Drums</td>
<td>Flammable Liquids, n.o.s., UN1993, PGI (Furan &amp; Acetone)</td>
<td>200 gal</td>
</tr>
<tr>
<td>X</td>
<td>25 Boxes</td>
<td>Newspaper Supplements</td>
<td>300 kg</td>
</tr>
</tbody>
</table>

§172.201
General Preparation of Shipping Papers

When a description of a hazardous material is required to be included on a shipping paper, that description must conform to these following requirements. They include:

- Legibility
- Codes and Abbreviations
- Additional Information
- Multiple-Page Shipping Papers
- Emergency Response Telephone Number
- Documents and Forms
General Preparation of Shipping Papers

When a description of a hazardous material is required to be included on a shipping paper, that description must conform to these following requirements. They include:

- Legibility
- Codes and Abbreviations
- Additional Information
- Multiple-Page Shipping Papers
- Emergency Response Telephone Number
- Documents and Forms

All shipping paper entries must be legible and printed in English.
General Preparation of Shipping Papers

When a description of a hazardous material is required to be included on a shipping paper, that description must conform to these following requirements. They include:

- Legibility
- Codes and Abbreviations
- Additional Information
- Multiple-Page Shipping Papers
- Emergency Response Telephone Number
- Documents and Forms

There are no codes or abbreviations allowed in the required shipping descriptions, unless the HMR specifically allow their use.
General Preparation of Shipping Papers

When a description of a hazardous material is required to be included on a shipping paper, that description must conform to these following requirements. They include:

- Legibility
- Codes and Abbreviations
- Additional Information
- Multiple-Page Shipping Papers
- Emergency Response Telephone Number
- Documents and Forms

Any additional information entries must appear after the basic description.
General Preparation of Shipping Papers

When a description of a hazardous material is required to be included on a shipping paper, that description must conform to these following requirements. They include:

- Legibility
- Codes and Abbreviations
- Additional Information
- Multiple-Page Shipping Papers
- Emergency Response Telephone Number
- Documents and Forms

When shipping papers have more than one page, the pages need to be consecutively numbered (e.g., 1, 2, 3) and only the first page must specify the total number of pages (e.g., 1 of 3 pages).
General Preparation of Shipping Papers

When a description of a hazardous material is required to be included on a shipping paper, that description must conform to these following requirements. They include:

- Legibility
- Codes and Abbreviations
- Additional Information
- Multiple-Page Shipping Papers
- Emergency Response Telephone Number
- Documents and Forms

Except as provided in §172.604(c), a shipping paper must contain an emergency response telephone number, including the area code or international access code, for use in the event of an emergency involving the hazardous material.
General Preparation of Shipping Papers

When a description of a hazardous material is required to be included on a shipping paper, that description must conform to these following requirements. They include:

- Legibility
- Codes and Abbreviations
- Additional Information
- Multiple-Page Shipping Papers
- Emergency Response Telephone Number
- Documents and Forms

Except for hazardous wastes, there is no specific shipping paper ‘form’ required for a hazardous material shipment. A shipper may use a shipping paper appropriate to its operation.
Emergency Response Telephone Number

The emergency response telephone number must be:

- Monitored at all times the hazardous material is in transportation, including storage incidental to transportation.

- The number of someone who is knowledgeable about the hazardous material being shipped and has comprehensive emergency response and incident mitigation information.

- Entered on a shipping paper immediately following the description of the hazardous material or entered once on the shipping paper in a clearly visible location, Emergency Contact: XXX-XXX-XXXX.

<table>
<thead>
<tr>
<th>Vehicle Number</th>
<th>240 gal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>600 lbs</td>
</tr>
</tbody>
</table>

$172.201
$172.604
Retention of shipping papers:

The shipper must keep a copy of the shipping paper, either electronic or paper, for 2 years after the material is accepted by the initial carrier. The carrier must keep a copy of the shipping paper for 1 year after initial acceptance. However, both the shipper and the carrier must keep a copy of a Hazardous Waste Manifest (HWM) for 3 years after it is accepted by the initial carrier.

In all cases, a copy must be accessible at or available through the principal place of business of the shipper and the carrier, respectively, and must be made available if requested by an authorized Federal, State, or local agency at reasonable times and locations.
Shipping Description of the Hazardous Material

The shipping description for a hazardous material must include these six items in the proper order. These items include:

- The basic description, in one of these two orders:
  - Proper shipping name, Hazard class/division number, ID number, and Packing group; or
  - ID number, Proper shipping name, Hazard class/division number, and Packing group

- Total quantity of material

- Number and type of package(s)

<table>
<thead>
<tr>
<th>HM</th>
<th>No. of Units</th>
<th>Shipping Description</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>20 drums</td>
<td>Benzene, 9, UN1114, PGII</td>
<td>1100 gal</td>
</tr>
</tbody>
</table>

Number and type of package(s):

- 6
- 1
- 2
- 3
- 4
- 5

$172.202
Shipping Description of the Hazardous Material

The shipping description for a hazardous material must include these six items in the proper order. These items include:

- The basic description, in one of these two orders:
  - Proper shipping name, Hazard class/division number, ID number, and Packing group; or
  - ID number, Proper shipping name, Hazard class/division number, and Packing group

- Total quantity of material

- Number and type of package(s)

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<tr>
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<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>20 drums</td>
<td>Benzene, 9, UN1114, PGII</td>
<td>1100 gal</td>
</tr>
</tbody>
</table>

The four items of information that combine to form the basic description are found in Columns 2-5 of the HMT. The ability to provide the proper response to a hazardous materials incident depends on having the correct identification of the hazardous material involved and this means accurately describing the material on the shipping paper.
Shipping Description of the Hazardous Material

The shipping description for a hazardous material must include these six items in the proper order. These items include:

- The basic description, in one of these two orders:
  - Proper shipping name, Hazard class/division number, ID number, and Packing group; or
  - ID number, Proper shipping name, Hazard class/division number, and Packing group
- Total quantity of material
- Number and type of package(s)

<table>
<thead>
<tr>
<th>HM</th>
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<th>Shipping Description</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>20 drums</td>
<td>Benzene, 9, UN1114, PGII</td>
<td>1100 gal</td>
</tr>
</tbody>
</table>

The shipping paper must contain an indication of the total quantity of the hazardous material being transported. The quantity must include a unit of measure, e.g. pounds, gallons, kilograms, etc. For explosive materials, the quantity must be the net explosive mass. The total quantity may appear before or after, or both before and after the basic description. The units of measurement and packaging types may be abbreviated.
Shipping Description of the Hazardous Material

The shipping description for a hazardous material must include these six items in the proper order. These items include:

- The basic description, in one of these two orders:
  - Proper shipping name, Hazard class/division number, ID number, and Packing group; or
  - ID number, Proper shipping name, Hazard class/division number, and Packing group

- Total quantity of material

- Number and type of package(s)

<table>
<thead>
<tr>
<th>HM</th>
<th>No. of Units</th>
<th>Shipping Description</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>20 drums</td>
<td>Benzene, 9, UN1114, PGII</td>
<td>1100 gal</td>
</tr>
</tbody>
</table>

The number and type of package(s) must be indicated for each shipping description. The type of packages must be indicated by a description of the package (e.g., 12 drums). The packaging specification may be included with the description (e.g., 12 1H1 drums). The number and type of packaging must be indicated either before or after the basic description.
Multiple Basic Description Sequences

The basic description is the primary building block for the shipping description displayed on each shipping paper document. There are two acceptable sequences for the basic description:

- The first can be remembered using the mnemonic: S.H.I.P.
- The alternative sequence can be remembered using the mnemonic I.S.H.P.

<table>
<thead>
<tr>
<th>HM</th>
<th>No. of Units</th>
<th>Shipping Description</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>10 bottles</td>
<td>Cyclobutyl chloroformate, 6.1 (8,3)</td>
<td>10 L</td>
</tr>
<tr>
<td></td>
<td></td>
<td>UN2744, PGII</td>
<td></td>
</tr>
<tr>
<td>X</td>
<td>10 bottles</td>
<td>UN2744, Cyclobutyl chloroformate</td>
<td>10 L</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6.1 (8,3), PGII</td>
<td></td>
</tr>
</tbody>
</table>

I.D. number  Proper Shipping Name  Hazard class or division number  Packing group

| ISHP |
Shipping Description Shuffle

The shipping description sequence can be represented by these six blocks, but they must be displayed in the correct order. The letter on each block represents:

"S" stands for Proper Shipping name
"H" stands for Hazard class or division number
"I" stands for I.D. number
"P" stands for Packing group
"T" stands for Total quantity of material
"N" stands for Number and type of package(s)

<table>
<thead>
<tr>
<th>HM</th>
<th>Total Quantity</th>
<th>Shipping Description</th>
<th>No. of Units Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>3000 L</td>
<td>Isopropanol, 3, UN1219, PGII</td>
<td>1 Tank Truck</td>
</tr>
<tr>
<td>X</td>
<td>3000 L</td>
<td>UN1219, Isopropanol, 3, PGII</td>
<td>1 Tank Truck</td>
</tr>
</tbody>
</table>

$172,202
Technical and Chemical Group Names

Technical Names

Technical and chemical group names must be entered in parentheses between the proper shipping name and the hazard class or division number or following the basic description. An appropriate modifier, such as 'contains' or 'containing', and/or the percentage of the technical constituent may also be used.

Flammable liquids, n.o.s., contains Xylene and Benzene, thus, the proper basic description is --

<table>
<thead>
<tr>
<th>HM</th>
<th>No. of Units</th>
<th>Shipping Description</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>1 drum</td>
<td>Flammable liquids, n.o.s., (contains Xylene and Benzene), 3, UN1993, PGII</td>
<td>5L</td>
</tr>
</tbody>
</table>

OR

Flammable liquids N.O.S.
(CONTAINS XYLENE AND BENZENE)

§172.202
Additional Description Requirements – Group 1

The description of a hazardous material is developed by putting together: (1) the information required in the basic description (found in columns 2-5 of the HMT); (2) the two additional items that help complete the shipping description (total quantity of the material, and number and type of package(s)); and (3) any other additional information required by §172.203. The first group of these additional description requirements includes:

- DOT Exemptions and Special Permits
- Limited Quantities
- Hazardous Substances
- Radioactive Materials
- Empty Packaging

§172.203
DOT Exemptions and Special Permits

Shipments made under a DOT Exemption must bear the notation 'DOT-E' followed by the exemption number. Shipments made under DOT Special Permit must bear the notation 'DOT-SP' followed by the special permit number. Although some Exemptions remain in force, they are being gradually converted to Special Permits; for this module, read any mention of "special permits" to include these exemptions. This entry must be placed on the shipping paper in a location where the entry can be associated with the appropriate description to which the Special Permit applies. DOT Special Permits are specific. They detail procedures the person holding the Special Permit, or a person who is party to a Special Permit, must follow, in order to be exempt from one or more provisions of the HMR – so it is critical that the procedures outlined in the DOT Special Permit be followed. Otherwise, the shipment is treated as not exempt from the requirements of the HMR from which the person sought relief. If a package is shipped to you noting a DOT Special Permit number on its shipping paper, you may not claim the same Special Permit when shipping the package with new shipping papers, unless you are named a party to the Special Permit. If the shipment moves to its final destination without preparation of new shipping papers, however the Special Permit is still in force.
Limited Quantities

The notation 'Limited Quantity' or 'Ldt Qty' must immediately follow the basic description of a hazardous material offered and transported as a limited quantity shipment.

<table>
<thead>
<tr>
<th>HM</th>
<th>No. of Units</th>
<th>Shipping Description</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>1 ctn</td>
<td>Acetone, 3, UN1090, PGII Ltd Qty</td>
<td>4 Liters</td>
</tr>
</tbody>
</table>
Hazardous Substances

Except for Class 7 (radioactive) materials, if the proper shipping name for a material that is a hazardous substance does not identify the hazardous substance by name, the name of the hazardous substance must be entered in parenthesis in association with the basic description. If the material contains two or more hazardous substances, at least the two hazardous substances with the lowest reportable quantities must be entered. For hazardous wastes, the waste code may be used in lieu of the name of the hazardous substance. The letters 'RQ' must be entered on the shipping paper either before or after the basic description. Finally, in a mixture, the reportable quantity only refers to the quantity of the hazardous substance without regard to other substances in the mixture. For example, 200 pounds of a mixture with 10% allyl alcohol, would be a quantity of 20 pounds of allyl alcohol – less than the 100-pound RQ for that substance.
Radioactive Materials

Descriptions for shipping Class 7 (radioactive) materials can be quite involved, due to the precautions taken to safeguard against the unique hazards of radioactive materials.

See §172.203(d) for details, if you ship radioactive materials.
Empty Packaging

The description on the shipping paper for:

- an **empty packaging** containing the residue of a hazardous material may include the words 'RESIDUE: Last Contained ***' followed by the basic description of the hazardous material residue.
- a **tank car** that contains only the residue of a hazardous material must include the words 'RESIDUE: Last Contained ***' followed by the basic description of the hazardous material residue.

<table>
<thead>
<tr>
<th>HM</th>
<th>No. of Units</th>
<th>Shipping Description</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>1 T/C</td>
<td>Residue: Last Contained</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Gasoline, 3, UN1203, PGII</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>UTLX79508, DOT 113</td>
<td></td>
</tr>
</tbody>
</table>

Residue: Last Contained Gasoline, 3, UN1203, PGII

$172,203
**Additional Description Requirements – Group 2**

The description of a hazardous material is developed by putting together the information required in the basic description; the two additional items that help complete the shipping description; and any additional information required by §172.203. The second group of these additional description requirements are modal specific and include:

- Transportation by Air
- Transportation by Rail
- Transportation by Highway
- Transportation by Water

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§172.203
Transportation by Rail

When a hazardous material is transported in a rail car, freight container, transport vehicle or portable tank and the reporting mark and number are also displayed, the shipping paper prepared by the rail carrier must also contain the reporting mark and number. Additional entries are required for:

- Division 2.1 materials or their residue, transported in a DOT 113 tank car, and the notation 'Do not hump or cut off car while in motion' must appear on the shipping paper.
- Elevated temperature materials shipped by rail at speeds not exceeding 15 mph, in accordance with §173.247(h) (3). A notation such as 'Maximum operating speed 15 mph' must be entered on the shipping paper.

<table>
<thead>
<tr>
<th>HM</th>
<th>No. of Units</th>
<th>Shipping Description</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>1 T/C</td>
<td>Elevated temperature liquid, n.o.s.</td>
<td>30,000 Gal.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>9, UN3257, PGIII</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>DODX14019</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>DOT 113 - Maximum operating speed 15 mph</td>
<td></td>
</tr>
</tbody>
</table>
Additional Description Requirements – Group 3

In certain instances, additional entries are required on the shipping paper to help clearly communicate the dangers or special precautions necessary to properly handle and transport hazardous materials in accordance with the HMR. The third group of additional description requirements deals with specific types of hazardous materials and includes:

- Technical names for n.o.s. and other generic descriptions
- Marine pollutants
- Poisonous materials
- Elevated temperature materials
- Organic peroxides and self-reactive materials

\[\text{Shipping Description} \]

<table>
<thead>
<tr>
<th>HM</th>
<th>No. of Units</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>5 L</td>
</tr>
</tbody>
</table>

**Corrosive liquid, n.o.s.,**

8, UN1760, PGII

(contains Caprylyl chloride)

**Statement of Approval of the Classification and Condition of Transport:**

I hereby approve and certify the classification of the contents herin described.

**John Doe**

Signature Date 2/18/XX

Control/ Emergency Temperature

1600°C
Technical Names for N.O.S. and Other Generic Descriptions

Unless otherwise excepted, if a material is described on a shipping paper by one of the proper shipping names identified by the letter 'G' in Column 1 of the HMT (§172.101), the technical name of the hazardous material must be entered in parentheses in association with the basic description. For Division 5.2, organic peroxides, which may qualify for more than one generic listing depending on concentration, the technical name must include the actual concentration being shipped or the concentration range for the appropriate generic listing. An n.o.s. entry that describes a mixture or solution of two or more hazardous materials must include the technical names of at least two components most predominantly contributing to the hazards of the mixture or solution and must be entered on the shipping paper in parentheses in association with the basic description. Certain materials are excepted from having to display technical names in association with the basic description. They are discussed in greater detail in §172.203(k) (2).
Marine Pollutants

If the proper shipping name for a material, which is a marine pollutant, does not identify by name the component that makes the material a marine pollutant, the name of that component must appear in association with the basic description. If it is necessary to include an additional entry to identify a hazardous material as a marine pollutant, then:

- The technical name of the components that makes the hazardous material a marine pollutant must be entered in parenthesis in association with the basic description.
- The words 'Marine Pollutant' must be entered in association with the basic description for a material that is a marine pollutant.
- Except for transportation by vessel, marine pollutants that are subject to the Oil Spill Prevention and Response Plan communication requirements in §130.11, are excepted from this requirement if a phrase indicating that the material is an oil is placed in association with the basic description.

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>5 drums</td>
<td>Polychlorinated biphenyls,</td>
<td>275 lbs</td>
</tr>
<tr>
<td></td>
<td></td>
<td>solid (PCBs), 9, UN2315, PGII</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Marine Pollutant</td>
<td></td>
</tr>
</tbody>
</table>
Poisonous or Toxic Materials

The word 'Poison' or 'Toxic' must be entered in association with the basic description when the material meets the definition of a Division 6.1, Packing Group I or II, and neither the shipping name, nor the hazard class or division, discloses that fact.
Poisonous materials – Inhalation Hazards

For materials that are poisonous by inhalation the words 'Poisonous-Inhalation Hazard' or 'Toxic-Inhalation Hazard' and the words 'Zone A,' 'Zone B,' 'Zone C,' or 'Zone D' for gases or 'Zone A' or 'Zone B' for liquids shall be entered on the shipping paper immediately following the shipping description. The word 'Poison' or 'Toxic' need not be repeated if it otherwise appears in the shipping description. Special provision 1 represents Zone A, special provision 2 represents Zone B, etc. A complete list of these special provisions may be found at §172.102.
Elevated Temperature Materials

The word 'HOT' must appear immediately before the proper shipping name on the shipping paper for a material that meets the definition of an elevated temperature material, if that fact is not disclosed in the proper shipping name with the words 'Molten' or 'Elevated temperature'.

<table>
<thead>
<tr>
<th>HM</th>
<th>No. of Units</th>
<th>Shipping Description</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>1 tank</td>
<td>HOT Tars, liquid 3, UN1999, PGIII</td>
<td>3000 lbs</td>
</tr>
</tbody>
</table>

§172.203
Organic Peroxides and Self-reactive Materials

The description on a shipping paper for a Division 4.1, self-reactive material or a Division 5.2, organic peroxide material must include the following additional information, as appropriate:

- A statement of approval of the classification and conditions of transport when notification or competent authority approval is required.
- The control and emergency temperature for Division 4.1 or Division 5.2 materials.
- The word 'SAMPLE' must be included in association with the basic description, for samples of Division 4.1 or 5.2 materials when offered for transportation or transported.

<table>
<thead>
<tr>
<th>HM</th>
<th>No. of Units</th>
<th>Shipping Description</th>
<th>Total Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>1 ctn</td>
<td>Sample of Titanium powder, wetted, 4.1, UN1352, PGII</td>
<td>20 kg</td>
</tr>
</tbody>
</table>

STATEMENT OF APPROVAL OF THE CLASSIFICATION AND CONDITION OF TRANSPORT:

I hereby approve and certify the classification of the contents herein described.

John Doe Signature Date 2-18-06
Control/ Emergency Temperature: 1660°C
Shipper’s Certification

The last shipping paper entry is the shipper’s certification stating that hazardous materials are being properly offered for transportation according to the HMR. The certification must be legibly signed by a principal, officer, partner, or employee of the shipper or his agent. A legal signature may include signing manually, by typewriter, or by other mechanical means. The regulation provides for four different certifications on the shipping paper, depending on the shipment destination and mode of transportation.

- “Domestic” Certification
- “International” Certification
- Air Transportation Certification
- Certification for Radioactive Material
Using the “Domestic” Certification

The shipper must enter the selected certification from §172.204 of the HMR on the shipping paper and sign it, manually, by typewriter, or by other mechanical means. This certification is appropriate for domestic shipping only, although §172.204 does not specifically prohibit its use for international shipments. The certification must be printed word for word.
Using the “International” Certification

The shipper must enter the selected certification on the shipping paper and sign it, manually, by typewriter, or by other mechanical means. This certification can be used for domestic or international transportation, but must be printed word for word.

I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked, and labeled/placarded, and are in all respects in proper condition for transport according to the applicable international and national governmental regulations.

Matt Brown 5/23/2005
Air Transportation Certification

The air transportation certificate is used primarily for air shipments. The shipper must enter the selected certification, word for word, on the shipping paper and sign it, manually, by typewriter, or by other mechanical means. For air shipments, add the statement, "I declare that all of the applicable air transport requirements have been met," and provide two copies of the certification.

Note: In the air transportation certification, the word “packed” may be used instead of the word “packaged” until October 1, 2010.
Certification for Radioactive Material

Each person who offers any radioactive material for transportation aboard a passenger-carrying aircraft shall sign a printed certificate stating that the shipment contains radioactive material intended for use in, or incident to, research, or medical diagnosis or treatment.

I hereby certify that the contents of this consignment contains radioactive material intended for use in, or incident to, research, or medical diagnosis or treatment.

Matt Brown 5/23/2005
Certification Exceptions

Shipper’s Certification Exceptions

No shipper certification is required when the hazardous material, other than a hazardous waste, is being offered for transportation by motor vehicle and transported:

- In a cargo tank supplied by the carrier.
- By the shipper as a private carrier, except for a hazardous material that is to be reshipped or transferred from one carrier to another.

If the HWM is to be used as a shipping paper, it must contain all information required on any other shipping paper, as specified in §172.205. No shipper certification is required for the transportation of an empty tank car that previously had contained a hazardous material, and which has not been cleaned or purged.

Cargo Tanks Supplied by Carrier

Private Shipper Carrier

Empty Tank Car Containing HM Residue

$172.204
Hazardous Waste Manifests

The term manifest or hazardous waste manifest means a shipping paper on which hazardous wastes are described. The hazardous waste manifest must be on EPA Form 8700-22 and prepared in a manner prescribed in the regulations. Hazardous waste manifests must accompany the shipment from pickup to destination, and copies must be given to each carrier involved in the movement of the waste and to the designated disposal facility. Some states require the use of a state-designated manifest. It is recommended that prior to accepting and/or transporting any hazardous wastes, you check with the state agency responsible for regulating those materials.
Hazardous Waste Manifest (HWM) Preparation

The hazardous waste manifest must be carried during transportation in the same manner as a shipping paper for hazardous material. In addition to the information describing a hazardous material / hazardous waste, 40 CFR Part 262 prescribes the format of the manifest and the information required, including:

- A manifest document number
- The waste shipper/generator’s name, mailing address, telephone number, and EPA identification number
- The name and EPA identification number of each waste carrier
- The name, address and EPA identification number of the designated waste disposal facility, or alternate, if any
- Each type and the number of packages
- Handwritten signatures from all parties
- The waste shipper/generator’s certification

<table>
<thead>
<tr>
<th>UNIFORM HAZARDOUS WASTE MANIFEST</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Generator’s US EPA ID No.</td>
</tr>
<tr>
<td>3. Generator’s Name and Mailing Address</td>
</tr>
<tr>
<td>4. Generator’s Phone: (313) 555-1212</td>
</tr>
<tr>
<td>5. Transporter 1 Company Name</td>
</tr>
<tr>
<td>6. Transporter 1 Company Address</td>
</tr>
<tr>
<td>7. Transporter 2 Company Name</td>
</tr>
<tr>
<td>8. Transporter 2 Company Address</td>
</tr>
<tr>
<td>9. Designated Facility Name and Site Address</td>
</tr>
<tr>
<td>10. US DOT Description (Including Proper Shipping Name, Hazard Class, and ID Number)</td>
</tr>
</tbody>
</table>

- Waste Flammable liquids, n.o.s. (Petroleum distillates and Alcohol), 3, UN1993, PGIII

| 11. Containers No. |
| 12. Type |

- $172,205
- 40 CFR §262.20
Any Questions?
Questions, Please Contact:

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Webinar Feedback / Suggestions, Please Contact:

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