

SHIPPING PAPER EXAMPLES

Although there are exceptions, the Hazardous Materials Regulations (HMR) generally require each shipment of hazardous materials to be accompanied by properly prepared shipping papers. The shipping paper may be a bill of lading, waybill, manifest, or other document provided it contains all the required information.

STRAIGHT BILL OF LADING - ORIGINAL - NOT NEGOTIABLE

Carrier: SCAC Carrier's No. Shipper's No.

TO: Consignee Street Destination Zip FROM: Shipper Street Origin Zip

Number and Type of Packages	HM	I.D. Number	Description of Articles	Hazard Class	Pkg. Grp.	Total Quantity (mass, volume, or activity)	Weight (subject to correction)	Class or Rate

SHIPPER: PER DATE

STRAIGHT BILL OF LADING - ORIGINAL - NOT NEGOTIABLE

CONTAINS HAZARDOUS MATERIALS

Carrier: SCAC Carrier's No. Shipper's No.

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Mixed Loads

Whenever a shipping paper includes descriptions of both a hazardous material and a non-hazardous material, the description of the hazardous material must be:

CONTAINS HAZARDOUS MATERIALS

Destination
Route

Delivering Carrier

Number and Type of Packages	HM	I.D. Number	Description of Articles	Hazard Class	Pkg. Grp.	Total Quantity (mass, volume, or activity)	Weight (subject to correction)	Class or Rate

- entered first on the shipping papers, or
- identified by an "X" or "RQ" (as appropriate) in a column designated "HM", or
- entered in a color that contrasts with the non-hazardous entry.

Any of the above three methods may be used. The general intent of the regulations is that:

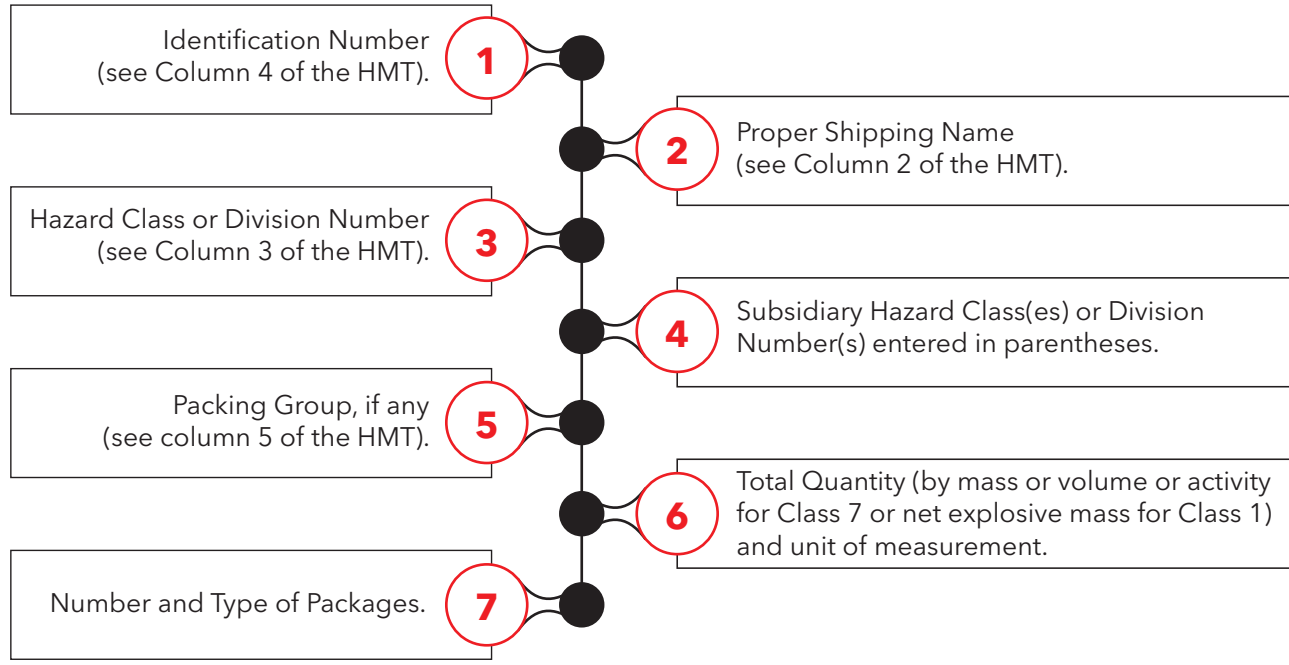
the shipping paper points out the fact that hazardous materials are listed, and

the information can be quickly and easily identified in case of an emergency.

On a reproduction of the shipping paper, the hazardous material description may be highlighted in a contrasting color.

Describing Hazardous Materials

Each hazardous material that will be offered for transport must be clearly described on the shipping paper using the applicable information from the Hazardous Materials Table (HMT). This shipping description must include the:



Basic Description

The first five (5) items –often referred to as the material's basic description –must be shown in sequence, with no additional information interspersed unless authorized by the HMR. The identification number must include the letters "UN" or "NA" or "ID," as appropriate. The packing group must be shown in Roman numerals and may be preceded by the letters "PG".

UN2359, Diallylamine, 3, (6.1, 8), II

Number and Type of Packages	HM	I.D. Number	Description of Articles	Hazard Class	Pkg. Grp.	Total Quantity (mass, volume, or activity)	Weight (subject to correction)	Class or Rate
			UN2359, Diallylamine, 3, (6.1, 8), II					

Total Quantity

The total quantity of a hazardous material must be indicated. This can be by mass, volume, activity for Class 7, or net explosive mass for Class 1. The appropriate unit of measure must be included.

The total quantity is not required for hazardous material packaging containing only residue, for cylinders, and for bulk packages. However, some indication of total quantity must be shown for cylinders and bulk packagings.

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Number and Type of Packages

The number and type of packages must be indicated, such as 12 drums. The packaging specification number may be included in the description, such as 12 1H1 drums or 12 drums (1H1). Commonly accepted and recognizable abbreviations may be used for indicating packaging types, such as "cyl." for cylinders.

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Shipper's Certification

Another required entry on the shipping paper is a certification by the shipper that the shipment is properly classified, described, packed, marked and labeled and in proper condition for transport by a particular mode. Except for a hazardous waste, this "shipper's certification," is not required:

when the hazardous material is cargo tank supplied by the carrier, or

when the material is transported by the shipper, operating as a private carrier - unless the material is to be reshipped or transferred from one carrier to another.

The shipper's certification must be printed manually or mechanically on the shipping paper. The certification must be legibly signed by a principal, officer, partner, or employee of the shipper or his agent. The signature may be manual, by typewriter, or by other mechanical means.

PHMSA, in explaining the signature requirements, has noted that a "pre-printed signature is deficient," basically because such a signature is made before the conditions and acts actually exist to which the signature and certification apply.

SHIPPER: _____ DATE: _____

EMERGENCY RESPONSE TELEPHONE NUMBER:

Emergency Response Telephone Number

An emergency response telephone number must be entered immediately after the description of the hazardous material, or it may be entered once on the shipping paper in a clearly visible location and indicated that it is for emergency response information. This second option can be used only if the telephone number applies to each hazardous material entered on the shipping paper.