



1. Scope and Application

This procedure applies for packing and shipping of infectious substance category A.

2. Responsibility

It is the responsibility of every technologist who packs and prepares the documents of shipping.

3. References

3.1 IATA dangerous good regulation manual.

4. Materials

Triple package

- Gloves
- Primary containers (leak proof)
- Secondary container (leak proof)
- Rubber bands
- Dry ice / Ice packs (optional)
- Absorbent material
- Inner lining and cushioning material
- Outer container (rigid), including category A markings and labels
 - (a) Markings
 - Shippers name and address
 - Receivers name and address
 - Name and telephone number of responsible person (who is available 24hrs a day until shipment arrives)
 - Proper shipping name and UN number
 - UN specification marking
 - If dry ice used, Dry markings should be used.

Department of Laboratory Medicine				
SOP No: 29	Packing and shipping of infectious substances category A			
Issue No: 01	Issue Date: 11/5/2011	Authorized by: Dr.Shimal	Copy No:	Page 1 of 13
Ammend. No: 00	Ammen. Date:	Approved by: Dr.Shimal	Issue by: Quality Manager	



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MARKINGS	
<p style="text-align: center; margin: 0;">SHIPPER</p> <p style="font-size: small; margin: 0;">AREA TIME LOGISTICS BP 102 ERAGNYOISE F-95613 CERGY PONTOISE CTC SEAN KALIFMAN</p>	<p style="text-align: center; margin: 0;">RECEIVER</p> <p style="font-size: small; margin: 0;">LAB PASTEUR CERBA RUE DE LEQUERRE F-44567 FORT DE FRANCE CTC NICOLETTA ESPRETTY</p>
<p style="font-size: x-small; margin: 0;">EMERGENCY CONTACT 24H/24H Dr RAFY : + 33 1 34 02 46 08</p>	
<div style="display: flex; align-items: center; justify-content: center;"> <div style="border: 1px solid black; border-radius: 50%; width: 40px; height: 40px; display: flex; flex-direction: column; align-items: center; justify-content: center; margin-right: 10px;"> U n </div> <div style="text-align: left;"> <p style="margin: 0;">4G/CLASS 6.2/02</p> <p style="margin: 0;">F/BVT 312103</p> </div> </div>	
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <p style="font-size: small; margin: 0;">INFECTIOUS SUBSTANCE, AFFECTING HUMANS</p> <p style="margin: 0;">UN2814</p> </div>	

Dry ice Markings

<p>UN1845 dry ice Net quantity _____ kg</p>	<p style="color: red; font-weight: bold;">Carbon dioxide, solid (dry ice) marking</p> <p>The net weight of the dry ice must be marked on the outside of any package containing dry ice.</p>
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(b) Labels

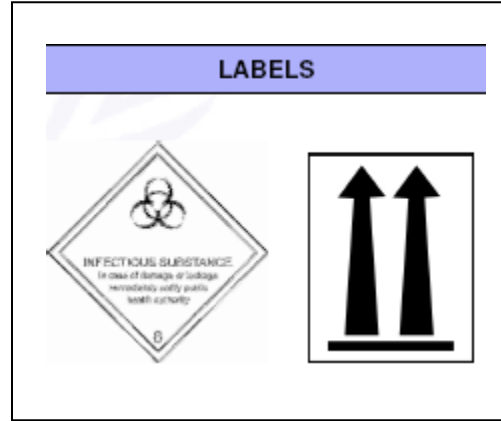
- Infectious substance label
- Package orientation label (only used when primary container exceeds 50ml)
- If in dry ice, dry ice label/Miscellaneous label also should be used.

Department of Laboratory Medicine				
SOP No: 29	Packing and shipping of infectious substances category A			
Issue No: 01	Issue Date: 11/5/2011	Authorized by: Dr.Shimal	Copy No:	Page 2 of 13
Ammend. No: 00	Ammen. Date:	Approved by: Dr.Shimal	Issue by: Quality Manager	

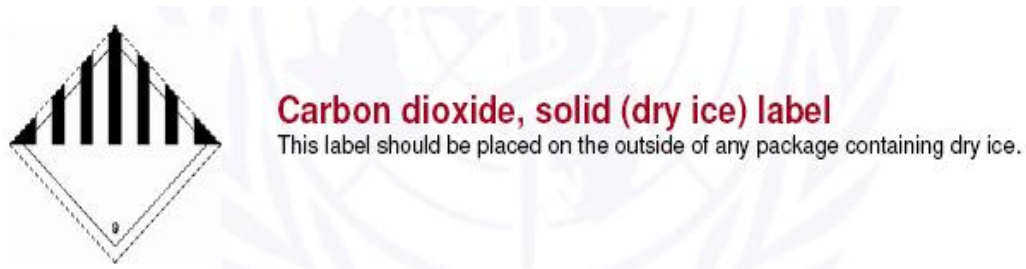


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Dry ice Label / Miscellaneous Label



- Paper clips
- Laboratory test instructions
- Documents

Specimen

Any biological specimens listed in category A substance list (refer to the category A substances in IATA dangerous good regulation manual).

Department of Laboratory Medicine				
SOP No: 29	Packing and shipping of infectious substances category A			
Issue No: 01	Issue Date: 11/5/2011	Authorized by: Dr.Shimal	Copy No:	Page 3 of 13
Ammend. No: 00	Ammen. Date:	Approved by: Dr.Shimal	Issue by: Quality Manager	



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UN Number and proper Shipping Name	Micro-organism
UN 2814 infectious substance affecting humans	Bacillus anthracis (cultures only) Brucella abortus (cultures only) Brucella melitensis (cultures only) Brucella suis (cultures only) Burkholderia mallei – Pseudomonas mallei – Glanders (cultures only) Burkholderia pseudomallei – Pseudomonas pseudomallei (cultures only) Chlamydia psittaci – avian strains (cultures only) Clostridium botulinum (cultures only) Coccidioides immitis (cultures only) Coxiella burnetii (cultures only) Crimean-Congo hemorrhagic fever virus Dengue virus (cultures only) Eastern equine encephalitis virus (cultures only) Escherichia coli, verotoxigenic (cultures only) Ebola virus Flexal virus Francisella tularensis (cultures only) Guanarito virus Hantaan virus Hantavuses causing hemorrhagic fever with renal syndrome Hendra virus Hepatitis B virus (cultures only) Herpes B virus (cultures only) Human immunodeficiency virus (cultures only) Highly pathogenic avian influenza virus (cultures only) Japanese Encephalitis virus (cultures only) Junin virus Kyasanur Forest disease virus Lassa virus Machupo virus Marburg virus Monkeypox virus Mycobacterium tuberculosis (cultures only) Nipah virus Omsk hemorrhagic fever virus Polio virus (cultures only) Rabies virus (cultures only)

Department of Laboratory Medicine				
SOP No: 29	Packing and shipping of infectious substances category A			
Issue No: 01	Issue Date: 11/5/2011	Authorized by: Dr.Shimal	Copy No:	Page 4 of 13
Amend. No: 00	Amend. Date:	Approved by: Dr.Shimal	Issue by: Quality Manager	



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	<p>Rickettsia prowazekii (cultures only) Rickettsia rickettsii (cultures only) Rift valley fever virus (cultures only) Russian spring-summer encephalitis virus (cultures only) Sabia virus Shigella dysenteriae type 1 (cultures only) Tick-borne encephalitis virus (cultures only) Variola virus Venezuelan equine encephalitis virus (cultures only) West Nile virus (cultures only) Yellow fever virus (cultures only) Yersinia pestis (cultures only)</p>
<p>UN 2900 infectious substances affecting animals</p>	<p>African swine fever virus (cultures only) Avian paramyxovirus Type 1 – Velogenic Newcastle disease virus (cultures only) Classical swine fever virus (cultures only) Foot and mouth disease virus (cultures only) Lumpy skin disease virus (cultures only) Mycoplasma mycoids – contagious bovine pleuropneumonia (cultures only) Peste des petits ruminants virus (cultures only) Rinderpest virus (cultures only) Sheep-pox virus (cultures only) Goatpox virus (cultures only) Swine vesicular disease virus (cultures only) Vesicular stomatitis virus (cultures only)</p>

5. Procedure

5.1. Principle

To reduce the risk of damage to the samples (such as breakage of the sample containers), to maintain sample temperature (as required), and to ensure and provide the entire document that are needed to receipt.

Department of Laboratory Medicine				
SOP No: 29	Packing and shipping of infectious substances category A			
Issue No: 01	Issue Date: 11/5/2011	Authorized by: Dr.Shimal	Copy No:	Page 5 of 13
Ammend. No: 00	Ammen. Date:	Approved by: Dr.Shimal	Issue by: Quality Manager	



5.2. Procedure

5.2.1 Packing without Ice

- Open secondary container
- Insert absorbent material
- Don gloves
- Cushion primary container
- Place primary container in secondary container
- Doff gloves
- Close secondary container
- Place secondary container in outer container
- Insert laboratory test instructions and description of materials
- Close outer container

5.2.3 Packaging with Ice packs

- Open outer container
- Remove the secondary container
- Open secondary container
- Insert absorbent material
- Don gloves
- Wrap cushioning materials around primary container
- Place primary container in secondary container
- Doff gloves
- Close secondary container
- Wrap laboratory test instructions around secondary container
- Place secondary container into designated space in outer container
- Put ice packs in between secondary and outer container

- Close outer container
- Ensure proper labeling and marking

5.2.3 Packaging with Dry Ice

- Open outer container
- Remove the secondary container
- Open secondary container

Department of Laboratory Medicine				
SOP No: 29	Packing and shipping of infectious substances category A			
Issue No: 01	Issue Date: 11/5/2011	Authorized by: Dr.Shimal	Copy No:	Page 6 of 13
Ammend. No: 00	Ammen. Date:	Approved by: Dr.Shimal	Issue by: Quality Manager	



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- Insert absorbent material
- Don gloves
- Wrap cushioning materials around primary container
- Place primary container in secondary container
- Doff gloves
- Close secondary container
- Wrap laboratory test instructions around secondary container
- Place secondary container into designated space in outer container
- Fill outer container with dry ice(dry ice should be filled in between secondary and outer container)
- Close outer container
- Ensure proper labeling and marking (especially with dry ice)

6. Interpretation NA

7. Documentation

7.1 AIR WAYBILL

The shipper or operator must complete the Air Waybill according to the carrier's recommendations. Individuals completing the Air Way bill should insert the following information in the appropriate Air Waybill boxes.

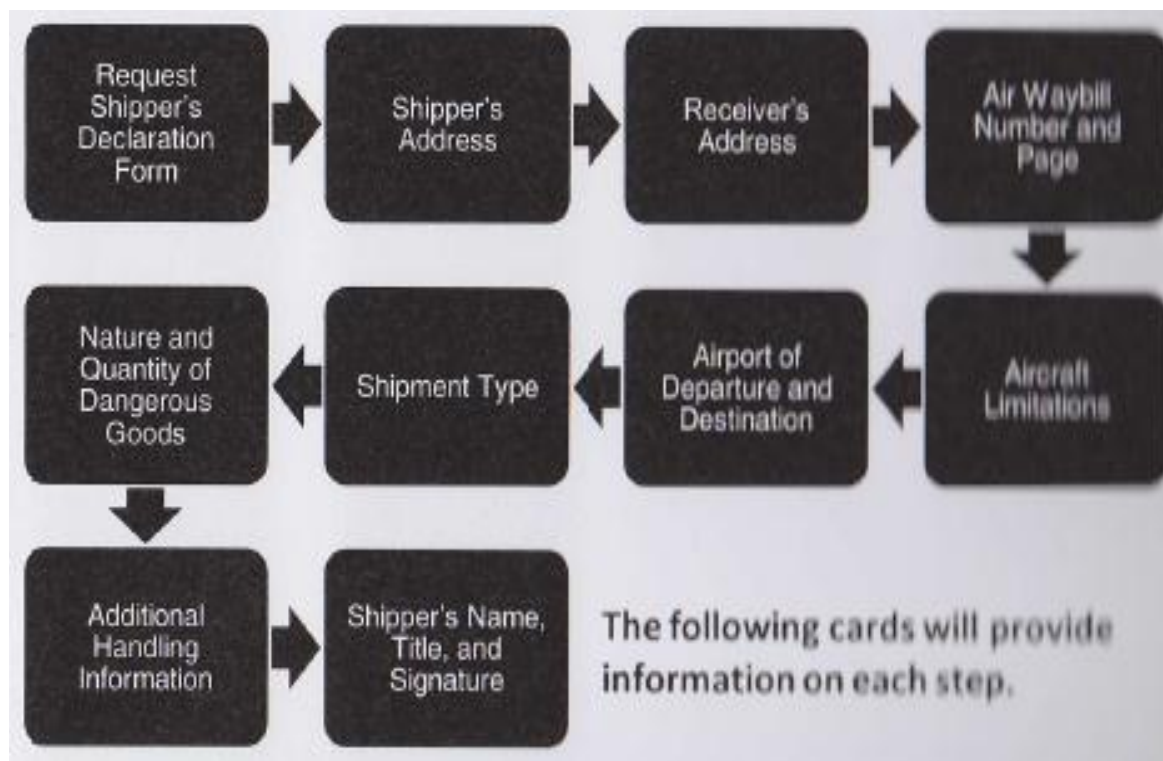
“Handling information” box: “DANGEROUS GOODS – AS PER ATTACHED SHIPPER’S DECLARATION”.

“Nature and Quantity of goods” box: “LABORATORY SAMPLES”.

7.2 DANGEROUS GOODS DECLARATION FORM

This declaration must be signed by the shipper and serves as legal contract between the shipper and operator.

Department of Laboratory Medicine				
SOP No: 29	Packing and shipping of infectious substances category A			
Issue No: 01	Issue Date: 11/5/2011	Authorized by: Dr.Shimal	Copy No:	Page 7 of 13
Ammend. No: 00	Ammen. Date:	Approved by: Dr.Shimal	Issue by: Quality Manager	



STEP	INSTRUCTION
Request shipper's Declaration form	Individuals shipping Category A infectious substances will need to request a Shipper's Declaration form from a courier service. Make sure the form is in color, with the edges in red, text in black, and it appears on a white background. Check with the courier service to see if hand writing is acceptable.
Shipper's Address	Individuals completing the shipper's Declaration for Dangerous Goods form must provide full name and address of the shipper.
Receiver's Address	Individuals completing the shipper's Declaration for Dangerous Goods form must provide full name and address of the receiver/consignee.

Department of Laboratory Medicine				
SOP No: 29	Packing and shipping of infectious substances category A			
Issue No: 01	Issue Date: 11/5/2011	Authorized by: Dr.Shimal	Copy No:	Page 8 of 13
Ammend. No: 00	Ammen. Date:	Approved by: Dr.Shimal	Issue by: Quality Manager	



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<p>Air Waybill Number and Page</p>	<p>The Air Waybill is the standard shipping document for all shipments of goods by air. The shipper or operator must complete the Air Waybill. The Air Waybill will be attached to the shipper's Declaration for Dangerous goods form. Shipper will need to provide the Air Waybill number, the number of pages, and shipper's reference number for their own records.</p>
<p>Aircraft Limitations</p>	<p>Passenger and cargo aircraft have restrictions on shipment of infectious substances. For surface transport there is no maximum quantity per package. For air transport the limits per package are:</p> <ul style="list-style-type: none"> • 50ml or 50g for passenger aircraft • 4L or 4 kg for cargo aircraft <p>Quantities exceeding 50ml or 50g per package must be shipped using cargo aircraft. Make sure the box which is not applicable is crossed out.</p>
<p>Airports of Departure and Destination</p>	<p>Individuals completing the Shipper's Declaration for Dangerous Goods forms must provide the full name of the airports or cities. Normally the carrier will provide the official airport code and help complete this section of the form.</p>
<p>Shipment Type</p>	<p>Individuals completing the Shipper's Declaration for Dangerous Goods form must indicate the presence of radioactive material. After determining whether or not the shipment contains radioactive material, make sure the box which is not applicable is crossed out.</p>
<p>Nature and Quantity of Dangerous Goods (left to right)</p>	<p>a.UN or ID Number If the pathogen affects animals only the UN or ID Number: UN 2900 If the pathogen affects humans use UN or ID Number: UN 2814</p> <p>b. Proper Shipping Name For UN 2814: Enter "INFECTIOUS SUBSTANCE, AFFECTING HUMANS" and the technical name in parenthesis (eg: EBOLA VIRUS).</p> <p>If the technical name is unknown, write (SUSPECTED CATEGORY A INFECTIOUS SUBSTANCE).</p> <p>For UN 2900: Enter "INFECTIOUS SUBSTANCE, AFFECTING</p>

<p>Department of Laboratory Medicine</p>				
<p>SOP No: 29</p>	<p>Packing and shipping of infectious substances category A</p>			
<p>Issue No: 01</p>	<p>Issue Date: 11/5/2011</p>	<p>Authorized by: Dr.Shimal</p>	<p>Copy No:</p>	<p>Page 9 of 13</p>
<p>Ammend. No: 00</p>	<p>Ammen. Date:</p>	<p>Approved by: Dr.Shimal</p>	<p>Issue by: Quality Manager</p>	



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	<p>ANIMALS ONLY” and the technical name is parenthesis (FOOT AND MOUTH DISEASE VIRUS). If the technical name is unknown, write (SUSPECTED CATEGORY A INFECTIOUS SUBSTANCE).</p> <p>c. Class or Division Enter “6.2” for infectious substances. For dry ice enter “9”.</p> <p>d. Packing Group Does not apply to infectious substances (for dry ice the packing group is III).</p> <p>e. Quantity and Type of packaging Total net quantity of dangerous goods and outer packaging material (“all packed in one fiberboard box” or “over pack used”) – (also applies to dry ice).</p> <p>f. Packing Instruction: 602 for Category A infectious substances (904 for dry ice).</p> <p>g. Authorization: e.g. A81 if shipping body parts beyond volume and weight limitations.</p> <p>h. Additional Handling Information Individuals completing the shipper’s Declaration for Dangerous Goods form must provide the full name and 24 hour phone number of a responsible person (“Emergency contact: Pinco Pallino, Tel +0789 456 123”).</p> <p>i. Shipper’s Name, Title, and Signature Individuals completing the shipper’s Declaration for Dangerous Goods form must provide the name, title, place, date and handwritten signature of the shipper.</p>
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Department of Laboratory Medicine				
SOP No: 29	Packing and shipping of infectious substances category A			
Issue No: 01	Issue Date: 11/5/2011	Authorized by: Dr.Shimal	Copy No:	Page 10 of 13
Ammend. No: 00	Ammen. Date:	Approved by: Dr.Shimal	Issue by: Quality Manager	



INDIRA GANDHI MEMORIAL HOSPITAL

Kanbaa aisaarani hgun, Male', Republic of Maldives.
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WHO/HSE/EPR/2008.10

Guidance on regulations for the transport of infectious substances 2009-2010

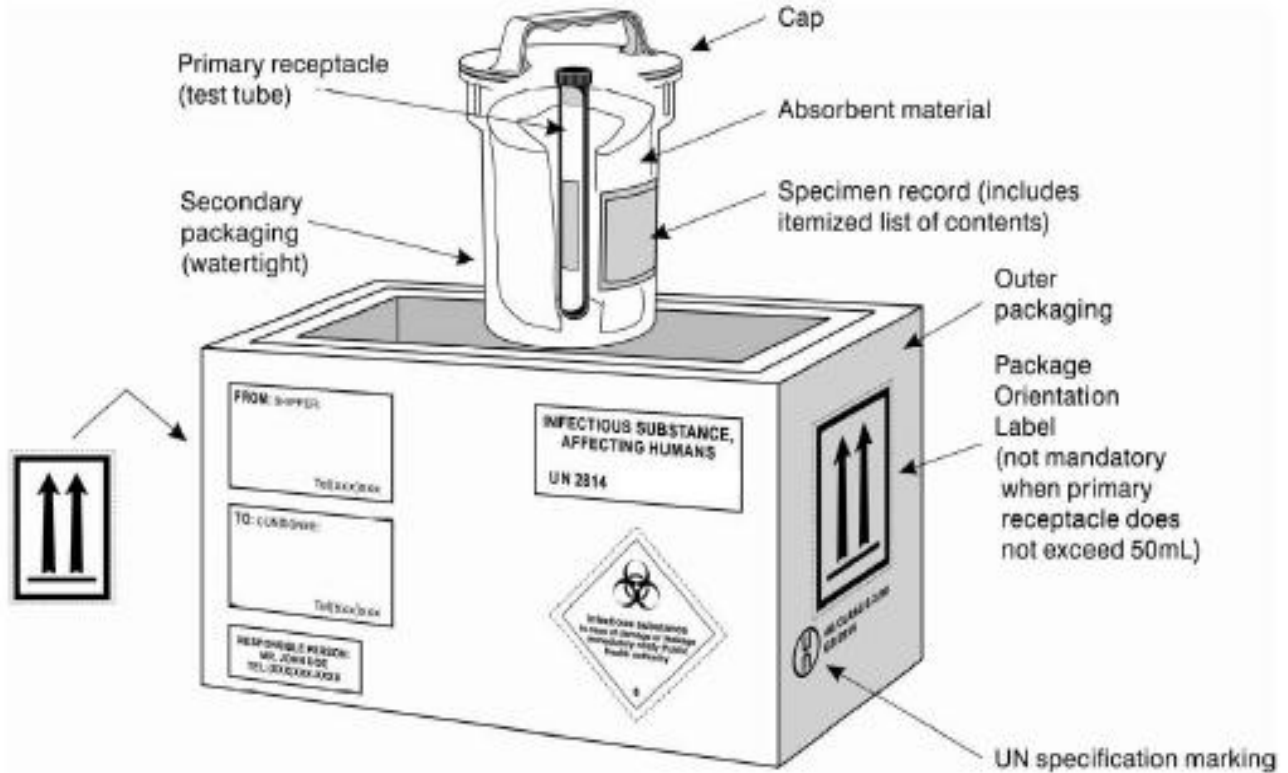
SHIPPER'S DECLARATION FOR DANGEROUS GOODS						
Shipper Hôpital des enfants 5, Rue des Mimosas 05234 Rivière Fleurie - Primance Dr Bedikian tel +0789 456 123			Air Waybill No. 543 7654 9876 Page 1 of 1 Pages Shipper's References Number (optional)			
Consignee Laboratorios Biovirobact 5, Calle Escherichia 98675 Eproveta - Polotos Dr Guarguir tel +0520 36 009 832						
Two completed and signed copies of this Declaration must be handed to the operator.			WARNING Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties.			
TRANSPORT DETAILS This shipment is within the limitations prescribed for: (delete non-applicable) PASSENGER AND CARGO AIRCRAFT <input checked="" type="checkbox"/> CARGO AIRCRAFT ONLY			Airport of Departure: VILLEBELLE		Shipment type: (delete non-applicable) <input checked="" type="checkbox"/> NON-RADIOACTIVE <input type="checkbox"/> RADIOACTIVE	
Airport of Destination: VIALIS						
NATURE AND QUANTITY OF DANGEROUS GOODS						
Dangerous Goods Identification						
UN or ID No.	Proper Shipping Name	Class or Division (Subsidiary risk)	Packing Group	Quantity and type of packing	Packing Inst.	Authorization
UN 2814	Infectious substance, affecting humans, (Ebola virus)	6.2		50 mL	602	
UN 1845	Dry ice	9	III	20 kg All packed in one fibreboard box	904	
Additional Handling Information Emergency contact: Dr Bedikian Tel +0789 456 123						
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 labelled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. I declare that all of the applicable air transport requirements have been met.				Name/Title of Signatory: Dr Bedikian, Goods Receipt & Dispatch Place and Date: Rivière Fleurie, 18 May 2005 Signature (see warning above)		

Figure 8. Example of a completed shipper's Declaration for Dangerous Goods

Department of Laboratory Medicine				
SOP No: 29	Packing and shipping of infectious substances category A			
Issue No: 01	Issue Date: 11/5/2011	Authorized by: Dr.Shimal	Copy No:	Page 11 of 13
Ammend. No: 00	Ammen. Date:	Approved by: Dr.Shimal	Issue by: Quality Manager	

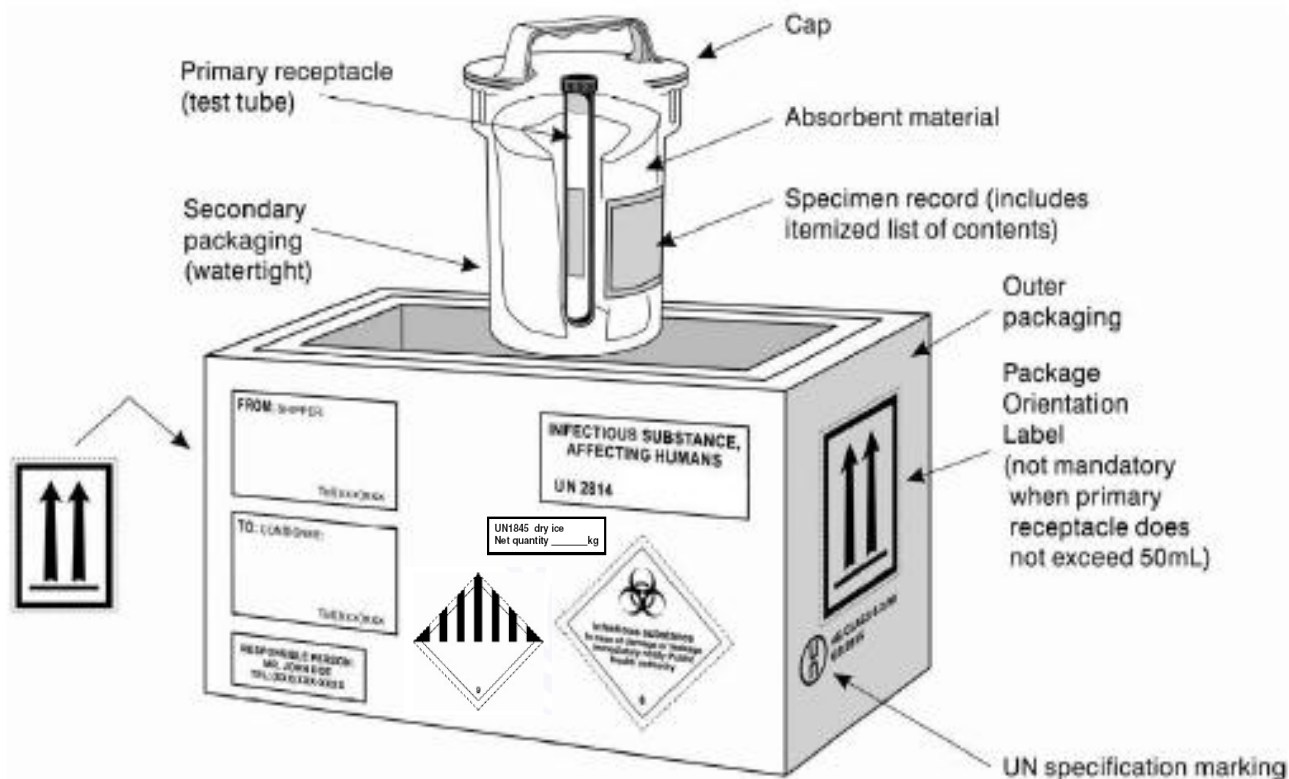


MARKINGS AND LABELS WITHOUT DRY ICE



Department of Laboratory Medicine				
SOP No: 29	Packing and shipping of infectious substances category A			
Issue No: 01	Issue Date: 11/5/2011	Authorized by: Dr.Shimal	Copy No:	Page 12 of 13
Ammend. No: 00	Ammen. Date:	Approved by: Dr.Shimal	Issue by: Quality Manager	

MARKINGS AND LABELS WITH DRY ICE



8. End of Document

Department of Laboratory Medicine				
SOP No: 29	Packing and shipping of infectious substances category A			
Issue No: 01	Issue Date: 11/5/2011	Authorized by: Dr.Shimal	Copy No:	Page 13 of 13
Ammend. No: 00	Ammen. Date:	Approved by: Dr.Shimal	Issue by: Quality Manager	