

Shipper's Declaration of Dangerous Goods
Example Form

SHIPPER'S DECLARATION FOR DANGEROUS GOODS

Shipper (A)		Air Waybill No. (C)																						
Consignee (B)		Page of Pages Shipper's Reference Number (optional)																						
<p>Two completed and signed copies of this Declaration must be handed to the operator.</p> <p>TRANSPORT DETAILS</p> <p>This shipment is within the limitations prescribed for: (delete non-applicable)</p> <table border="1"> <tr> <td>PASSENGER AND CARGO AIRCRAFT</td> <td>CARGO AIRCRAFT ONLY</td> </tr> </table> <p>Airport of Departure: (D)</p> <p>Airport of Destination:</p>		PASSENGER AND CARGO AIRCRAFT	CARGO AIRCRAFT ONLY	<p>WARNING</p> <p>Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties.</p> <p>Shipment type: (delete non-applicable) (E)</p>																				
PASSENGER AND CARGO AIRCRAFT	CARGO AIRCRAFT ONLY																							
<p>NATURE AND QUANTITY OF DANGEROUS GOODS</p> <table border="1"> <thead> <tr> <th colspan="7">Dangerous Goods Identification</th> </tr> <tr> <th>UN or ID No.</th> <th>Proper Shipping Name</th> <th>Class or Division (Subsidiary Risk)</th> <th>Packing Group</th> <th>Quantity and type of packing</th> <th>Packing Inst.</th> <th>Authorization</th> </tr> </thead> <tbody> <tr> <td>(F)</td> <td>(G)</td> <td>(H)</td> <td>(I)</td> <td>(J)</td> <td>(K)</td> <td>(L)</td> </tr> </tbody> </table>				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	(F)	(G)	(H)	(I)	(J)	(K)	(L)
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																		
(F)	(G)	(H)	(I)	(J)	(K)	(L)																		
<p>Additional Handling Information (M)</p>																								
<p>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.</p>			<p>Name/Title of Signatory Place and Date Signature (see warning above) (N)</p>																					

Shipper's Declaration of Dangerous Goods:
Instructions for Completion

General Information:

- The shipper's declaration of dangerous goods is a formal, legal document.
- The hash lines on the side must be in red.
- The person completing the form must have current hazardous materials employee training and ensure the information provided on the declaration is accurate and complete.
- You'll need three signed copies. Two forms to accompany the package and one for your records.

Completing the Shipper's Declaration of Dangerous Goods

Contact the EHS Department (775-2215) if you need assistance. See section 8 of the IATA Dangerous Goods Regulations more information. The values in brackets { } represent input for an Infectious Substances package with dry ice as the second entry.

- A As the shipper, enter your name and address.
- B Enter the name and address of the recipient.
- C Enter the number of pages.
- D X out either "Passenger and Cargo Aircraft" or "Cargo Aircraft Only", whichever is NOT applicable. Enter the names or cities of the airports for departure and destination. This information may be amended by the carrier.
- E X out "Radioactive"
- F Enter the UN number for each hazardous good {Example: UN 2814 ; UN 1845}
- G Enter the proper shipping name for each hazardous good exactly as it presented in Section 4 of the IATA Dangerous Goods Regulations. {Example: Infectious Substance Affecting Humans (Rabies virus) ; Dry Ice}
- H Enter the Class or Division of the hazardous good {Example: 6.2 ; 9}. Follow the main class or division with any subsidiary risks in parentheses, if applicable.
- I Enter the packing group number. {Infectious substances have no packing group; III}
- J Enter the quantity and type of packaging, as well as the weight or volume (in SI units) of the hazardous materials. {1 fiberboard box x 5 g ; 3 kg}
- K Enter the IATA packing instruction used. {904 ; 602}
- L Leave blank unless any special provisions apply, such as: Enter "Limited Quantity" or "Lty Qty" if applicable; or special approvals.
- M Enter a 24-hour phone number in case of an emergency. This phone must be manned continuously while the package is in transit. The person answering the phone must do so within a few rings and be able to answer questions regarding the contents of the package. {24 hour number 555-555-5555}
- N Enter the name, and title, place, date, and signature of the person certifying the material is properly packaged, the container is properly labeled and marked, and the Declaration of Dangerous Goods is properly completed. This person must be a hazmat employee with current training.