

Shipping Papers and Emergency Response Information



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Hazardous Material Safety Assistance Team



Objectives

- Identify “Shipping Paper” requirements and the applicability for Hazardous Material Shipments.
- Discuss the additional information requirements on “Shipping Papers” for certain commodities and transportation modes.
- Identify the “Emergency Response” information required to accompany Hazardous Material shipments.



Subpart C – Shipping Papers

A shipping order, bill of lading, manifest, or other shipping document may serve a similar purpose and contain the information required by Subpart C, 172.200 - 205



- Hazardous Materials
- Hazardous Substances
- Marine Pollutants
- Limited Quantities/ORM-D (air mode)

§171.8; §172.200



§ 172.200 (b) This subpart does not apply to any material, other than a hazardous substance, hazardous waste or marine pollutant, that is—

- (1) Identified by the letter “A” in column 1 of the § 172.101 table, except when the material is offered or intended for transportation by air; or
- (2) Identified by the letter “W” in column 1 of the § 172.101 table, except when the material is offered or intended for transportation by water; or
- (3) A limited quantity package unless the material is offered for transportation by aircraft or vessel and, until December 31, 2020, a package of ORM-D material authorized by this subchapter on October 1, 2010, when offered for transportation by highway, rail or vessel.
- (4) Category B infectious substances prepared in accordance with § 173.199.



Required Information

Symbols (1)	Hazardous Materials Descriptions and Proper Shipping Names (2)	Hazard Class or Division (3)	Identification Numbers (4)	PG (5)	Label Codes (6)	Special Provisions (§172.102) (7)	(8) Packaging (§173.***)			(9) Quantity Limitations	
							Exceptions (8A)	Non-bulk (8B)	Bulk (8C)	Passenger aircraft/rail (9A)	Cargo aircraft only (9B)
	Acrolein, stabilized	6.1	UN1092	I	6.1, 3	1, B9, B14, B30, B42, B72, B77, T22, TP2, TP7, TP13, TP38, TP44	None	226	244	Forbidden	Forbidden
	Copper cyanide	6.1	UN1587	II	6.1	IB8, IP2, IP4, T3, TP33	None	204	242	25kg	100kg
G	Flammable liquid, n.o.s.	3	UN1993	I II III	3 3 3	T11, TP1, TP27, 1B2, T7, TP1, TP8, TP28, B1, B52, IB3, T4, TP1, TP29	150 150 150	201 202 203	243 242 242	1L 5L 60L	30L 60L 220L
	Phosphoric acid solution	8	UN1805	III	8	A7, IB3, N34, T4, TP1	154	203	241	5L	60L



Preparation of Shipping Papers

Display of Hazardous Materials Description on Shipping Papers

- Listed first; or
- Contrasting color; or
- Identified with “X” in HM Column
- Legible
- English
- Authorized abbreviations
- Additional information
- Continuation pages
- Emergency response telephone number

§172.201



Shipping Papers

STRAIGHT BILL OF LADING ORIGINAL - NOT NEGOTIABLE

Shipper No. _____

Carrier No. _____

Date _____

Page _____ of _____

(Name of carrier)

(SCAC)

On Collect on Delivery shipments, the letters "COD" must appear before consignee's name or as otherwise provided in Item 430, Sec. 1.

TO:
Consignee _____
Street _____
City _____ State _____ Zip Code _____

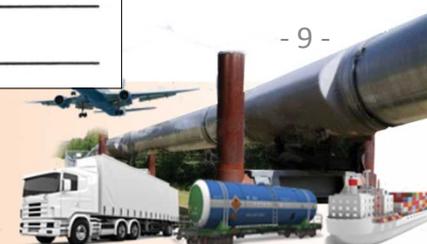
FROM:
Shipper _____
Street _____
City _____ State _____ Zip Code _____

24 hr. Emergency Contact Tel. No. _____

Route _____ Vehicle Number _____

No. of Units & Container Type	HM	BASIC DESCRIPTION Proper Shipping Name, Hazard Class, Identification Number (UN or NA), Packing Group, per 172.101, 172.202, 172.203	TOTAL QUANTITY (Weight, Volume, Gallons, etc.)	WEIGHT (Subject to Correction)	RATE	CHARGES (For Carrier Use Only)
1 Box		Carriage bolts	1000			
4 Drums	X	UN1805, Phosphoric acid solution, 8, PGIII	4 gal			
1 Drum	X	UN1993, Flammable liquids, n.o.s., (contains methanol), 3, PGIII	18 gal			
1 Box		Carriage bolts	1000			
		This shipment is within limitations for Cargo Aircraft only				

§172.201



Hazardous Materials Descriptions

- UN Identification number
- Proper shipping name (PSN)
- Hazard class or division
 - (Subsidiary risks)
- Packing Group

§172.202



Hazardous Materials Basic Description

No. of Units & Container Type	HM	BASIC DESCRIPTION Identification Number [UN or NA], Proper Shipping Name, Hazard Class, Packing Group, per 172.101, 172.202, 172.203	TOTAL QUANTITY (Weight, Volume, Gallons, etc.)
4 Drums	X	UN1805, Phosphoric acid solution, 8, PGIII	4 gal

I S H P

§172.201(b)



Additional Information

- **Technical names (required for n.o.s. entries)**
 - (in association with the PSN)
 - (in parenthesis)
- **Total quantity**
 - Mass, volume, or activity for Class 7
- **Number and type of packages**



Shipping Papers

STRAIGHT BILL OF LADING ORIGINAL - NOT NEGOTIABLE

Shipper No. _____

Carrier No. _____

Date _____

Page _____ of _____

(Name of carrier) (SCAC)

On Collect on Delivery shipments, the letters "COD" must appear before consignee's name or as otherwise provided in Item 430, Sec. 1.

TO:
Consignee _____
Street _____
City _____ State _____ Zip Code _____

FROM:
Shipper _____
Street _____
City _____ State _____ Zip Code _____

24 hr. Emergency Contact Tel. No. _____

Route _____ Vehicle Number _____

No. of Units & Container Type	HM	BASIC DESCRIPTOR <small>Proper Shipping Name, Hazard Class, Identification Number (UN or NA), Packing Group, per 172.101, 172.202, 172.203</small>	TOTAL QUANTITY <small>(Weight, Volume, Gallons, etc.)</small>	WEIGHT <small>(Subject to Correction)</small>	RATE	CHARGES <small>(For Carrier Use Only)</small>
4 Drums	X	UN1805, Phosphoric acid solution, 8, PGIII	4 gal			
1 Drum	X	UN1993, Flammable Liquids, n.o.s., (contains methanol), 3, PGIII	18 gal			

**\$172.201;
\$172.202;
\$172.203**



Additional Descriptions

- Special Permits (Exemptions)
 - DOT-SP
 - DOT-E (if special permit or exemption was issued before Oct. 1, 2007)
- Limited Quantity (Ltd Qty)
- Hazardous Substance – RQ
- Radioactive Material
- Empty Packages
- Transportation by modes

§172.203



Additional Descriptions

- Technical Names “n.o.s.”
- Marine Pollutants
- Poison or toxic inhalation hazard
- Elevated Temperature Materials
- Organic Peroxides and Self Reactive Materials
- Liquefied Petroleum Gas

§172.203



Additional Descriptions

PRINTED ON RECYCLED PAPER USING SOY INK

256743-DU

4

ATTENTION SHIPPERS! FREIGHT CHARGES ARE PREPAID ON THIS BILL OF LADING UNLESS MARKED COLLECT.

STRAIGHT BILL OF LADING
ORIGINAL - NOT NEGOTIABLE

Shipper No. _____
Carrier No. _____

“This shipment is within limitations for Cargo Aircraft only”

Street _____ City _____ State _____ Zip Code _____

City _____ State _____ Zip Code _____ 24 hr. Emergency Contact Tel. No. _____

Route _____ Vehicle Number _____

No. of Units & Container Type	HM	BASIC DESCRIPTION Proper Shipping Name, Hazard Class, Identification Number (UN or NA), Packing Group, per 172.101, 172.202, 172.203	TOTAL QUANTITY (Weight, Volume, Gallons, etc.)	WEIGHT (Subject to Correction)	RATE	CHARGES (For Carrier Use Only)
1 Box	X	RO, UN1587, Copper cyanide, 6.1, PGII, Marine Pollutant	10 lbs			
30 cans	X	UN1805, Phosphoric acid solution, 8, III DOT SP- 15890	30 gals			
2 totes	X	UN1587, Copper Cyanide, 6.1, II “residue last contained”	residue			

§172.203



Additional Descriptions

STRAIGHT BILL OF LADING ORIGINAL - NOT NEGOTIABLE

Shipper No. _____

Carrier No. _____

Date _____

Page _____ of _____

(Name of carrier)

(SCAC)

On Collect on Delivery shipments, the letters "COD" must appear before consignee's name or as otherwise provided in Item 430, Sec. 1.

TO:

Consignee _____

Street _____

City _____

State _____

Zip Code _____

FROM:

Shipper _____

Street _____

City _____

State _____

Zip Code _____

24 hr. Emergency Contact Tel. No. _____

Route

Vehicle Number

No. of Units & Container Type	HM	BASIC DESCRIPTION Proper Shipping Name, Hazard Class, Identification Number (UN or NA), Packing Group, per 172.101, 172.202, 172.203	TOTAL QUANTITY (Weight, Volume, Gallons, etc.)	WEIGHT (Subject to Correction)	RATE	CHARGES (For Carrier Use Only)
1 Box	RQ	UN1587, Copper cyanide, 6.1, PGII, Marine Pollutant	10 lbs			
4 boxes	X	UN1624, Mercuric Chloride, 6.1, II, "LTD QTY"	33 lbs			

\$172.203



Shipping Papers

STRAIGHT BILL OF LADING
ORIGINAL - NOT NEGOTIABLE

Shipper No. _____
Carrier No. _____
Date _____

Page ____ of ____ (Name of carrier) (SCAC)

On Collect on Delivery shipments, the letters "COD" must appear before consignee's name or as otherwise provided in Item 430, Sec. 1.

TO: Consignee _____ Street _____ City _____ State _____ Zip Code _____	FROM: Shipper _____ Street _____ City _____ State _____ Zip Code _____ 24 hr. Emergency Contact Tel. No. _____
--	---

Route _____	Vehicle Number _____
-------------	----------------------

No. of Units & Container Type	BASIC DESCRIPTION <small>Proper Shipping Name, Hazard Class, Identification Number (UN or NA), Packing Group, per 172.101, 172.202, 172.203</small>	TOTAL QUANTITY <small>(Weight, Volume, Gallons, etc.)</small>	WEIGHT <small>(Subject to Correction)</small>	RATE	CHARGES <small>(For Carrier Use Only)</small>
10 Drums	UN1092, Acrolein, stabilized, 6.1(3), PGI, Toxic Inhalation Hazard, Zone A	1 gal.			
1 Box	Carriage Bolts	10 LBS.			

\$172.202;
\$172.203



Hazardous Waste Shipments

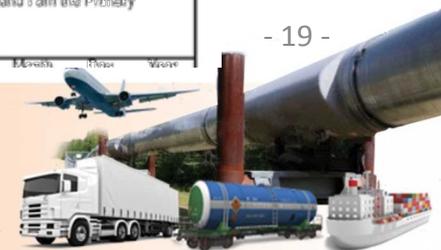
Please print or type. (Form designed for use on e/ite (12-pitch) typewriter.)

Form Approved. OMB No. 2050-0039

UNIFORM HAZARDOUS WASTE MANIFEST		1. Generator ID Number	2. Page 1 of	3. Emergency Response Phone	4. Manifest Tracking Number				
5. Generator's Name and Mailing Address		Generator's Site Address (if different than mailing address)							
Generator's Phone:									
6. Transporter 1 Company Name		U.S. EPA ID Number							
7. Transporter 2 Company Name		U.S. EPA ID Number							
8. Designated Facility Name and Site Address		U.S. EPA ID Number							
Facility's Phone:									
GENERATOR	9a. HM	9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any))		10. Containers		11. Total Quantity	12. Unit Wt./Vol.	13. Waste Codes	
				No.	Type				
	X	UN1090, Waste Acetone, 3, PGII		1	DM	5 gal			
14. Special Handling Instructions and Additional Information									
15. GENERATOR'S/OFFEROR'S CERTIFICATION: 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/discarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true.									

\$172.205

- 19 -



Shipping by Air

SHIPPER'S DECLARATION FOR DANGEROUS GOODS		(Provide at least two copies to the airline.)	
Shipper		Air Waybill No.	
		Page of Pages Shipper's Reference Number <small>(optional)</small>	
Consignee			
<i>Two completed and signed copies of this Declaration must be handed to the operator</i>		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: <small>(delete non-applicable)</small>		Airport of Departure	
<input checked="" type="checkbox"/> PASSENGER AIRCRAFT <input checked="" type="checkbox"/> CARGO AIRCRAFT ONLY			
Airport of Destination:		<input checked="" type="checkbox"/> NON-RADIOACTIVE <input type="checkbox"/> RADIOACTIVE	
NATURE AND QUANTITY OF DANGEROUS GOODS <i>Proper Shipping Name, Class or Division, UN Number or Identification Number, Packing Group (if required), number of packages, and all other required information.</i>			
<p>UN 1993, Flammable Liquids, n.o.s., (contains methanol), 3, PGII //</p> <p>1Steel Drum x 60 L // 307</p>			
Additional Handling Information			
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 Place and Date Signature <small>(see warning above)</small>	
<small>Style FB3R-1 Labelmaster, An American Labelmark Co., Chicago, IL 60646 (800) 621-5908</small>			



Shipper's Certification

Each person who offers a hazardous material for transportation shall certify that the material is offered for transportation in accordance with the HMR.

Emergency Contact: 1-800-555-1234			
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: <i>H.M. Smart</i>			
Date: <i>Oct. 10, 2005</i>			

§172.204



Shipping Paper Retention

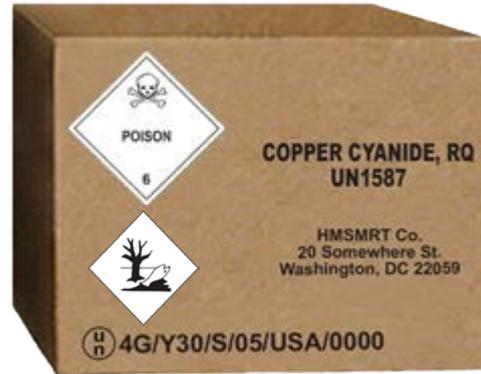
- **Copy or electronic image**
 - Include date of acceptance by initial carrier
 - Retained by shipper for two years
 - Retained by carrier for one years
 - Hazardous waste retained 3 years
- **Accessible at or through principal place of business**
- **Must be made available upon authorized official request**

§172.201(e)

- 22 -



Describing Hazardous Materials



Emergency Response Telephone Number

- Person monitors at all times during transportation:
 - Is knowledgeable of the hazardous materials listed
 - Has comprehensive emergency response and incident mitigation information for that material; or
 - Has immediate access to a person who possesses such knowledge
 - Accepts Responsibility

§172.202(d); §172.604



HM-206F

Revision of Requirements for Emergency Response Telephone Numbers

- **HM-206F amends HMR to clarify requirements for Emergency Response telephone numbers to include:**
 - Additional requirement for International numbers
 - International access code or “+” (plus) sign
 - Country code and city code as appropriate
 - Contract number for use of agency or organization taking responsibility for answering
 - Name of consignor (shipper)

- **Mandatory compliance October 1, 2010**



Emergency Response Telephone Number

STRAIGHT BILL OF LADING ORIGINAL - NOT NEGOTIABLE

Shipper No. _____

Carrier No. _____

Date _____

Page _____ of _____

(Name of carrier)

(SCAC)

On Collect on Delivery shipments, the letters "COD" must appear before consignee's name or as otherwise provided in Item 430, Sec. 1.

TO:
Consignee _____
Street _____
City _____ State _____ Zip Code _____

FROM:
Shipper _____
Street _____
City _____ State _____ Zip Code _____

24 hr. Emergency Contact Tel. No. _____

Route _____ Vehicle Number _____

No. of Units & Container Type	HM	BASIC DESCRIPTION Proper Shipping Name, Hazard Class, Identification Number (UN or NA), Packing Group, per 172.101, 172.202, 172.203	TOTAL QUANTITY (Weight, Volume, Gallons, etc.)	WEIGHT (Subject to Correction)	RATE	CHARGES (For Carrier Use Only)
1 Drums	X	UN1805, Phosphoric acid solution, 8, PGIII, 1-800-555-1234 Contract: 867-5309	5 gal			
1 Drum	X	UN1993, Flammable liquids, n.o.s., (contains methanol), 3, PGIII, 1-800-555-8888 Contract: BR549	30 gal			

§172.201(d); §172.604(a)(3)



Emergency Response Telephone Number

STRAIGHT BILL OF LADING ORIGINAL - NOT NEGOTIABLE

Shipper No. _____

Carrier No. _____

Date _____

Page _____ of _____

(Name of carrier)

(SCAC)

On Collect on Delivery shipments, the letters "COD" must appear before consignee's name or as otherwise provided in Item 430, Sec. 1.

TO:
Consignee

Street

City State Zip Code

City State Zip Code

FROM: Shipper **Korean Dangerous Goods Shippers**
Street _____
City **Pusan** State **ROK** Zip Code _____
+82-51-1330
24 hr. Emergency Contact Tel. No. _____

Route		Vehicle Number				
No. of Units & Container Type	HM	BASIC DESCRIPTION Proper Shipping Name, Hazard Class, Identification Number (UN or NA), Packing Group, per 172.101, 172.202, 172.203	TOTAL QUANTITY (Weight, Volume, Gallons, etc.)	WEIGHT (Subject to Correction)	RATE	CHARGES (For Carrier Use Only)
1 Drums	X	UN1805, Phosphoric acid solution, 8, PGIII,	5 gal			
1 Drum	X	UN1993, Flammable liquids, n.o.s., (contains methanol), 3, PGIII,	30 gal			

§172.201(d); §172.604(a)(3)



HM-206F - Example

STRAIGHT BILL OF LADING ORIGINAL - NOT NEGOTIABLE

Shipper No. _____

Carrier No. _____

Date _____

Page _____ of _____

(Name of carrier)

(SCAC)

On Collect on Delivery shipments, the letters "COD" must appear before consignee's name or as otherwise provided in Item 430, Sec. 1.

TO:
Consignee

Street

City State Zip Code

City State Zip Code

FROM: Shipper **ABC Hazmat Co.**
Street

City State Zip Code

24 hr. Emergency Contact Tel. No. **1-800-555-2222**

No. of Units & Container Type	HM	BASIC DESCRIPTION Proper Shipping Name, Hazard Class, Identification Number (UN or NA), Packing Group, per 172.101, 172.202, 172.203	TOTAL QUANTITY (Weight, Volume, Gallons, etc.)	WEIGHT (Subject to Correction)	RATE	CHARGES (For Carrier Use Only)
1 Box		Carriage bolts	1000			
4 Drums	X	UN1805, Phosphoric acid solution, 8, PGIII	4 gal			
1 Drum	X	UN1993, Flammable liquids, n.o.s., (contains methanol), 3, PGIII	18 gal			
This shipment is within limitations for Cargo Aircraft only						

Name of Offeror (shipper) when number is person offering

Placement options for Contract No. xxxx or Name of Offeror (shipper) who hired service provider

§172.201; §172.604(a)(3)



Providing Emergency Response Information

- **During transportation and at facilities where:**
 - Loaded for transportation
 - Stored incidental to transportation
 - Handled during any phase of transport
- **Applies to persons who:**
 - Offer for transportation
 - Accept for transportation
 - Transfer during transportation
 - Handle during transportation

§172.600(a)(b)



Availability of Emergency Response Information

- All times Hazardous material is present
- Immediately available during accident or incident to emergency personnel
 - Includes emergency response telephone number
- During investigations to
 - Federal, State or Local government representatives

§172.600(c)(1)(2)

- 30 -



Emergency Response Information

- Basic description and technical name
- Immediate hazards to health
- Risks of fire or explosion
- Immediate precautions to be taken in the event of an accident or incident
- Immediate method for handling fires
- Initial methods for handling spills or leaks in the absence of fire
- Preliminary first aid measures

§172.602

- 31 -



Presenting Emergency Response Information

- Printed legibly in English
- Availability away from hazardous materials package
- On shipping paper or document that includes:
 - Basic description
 - Technical names

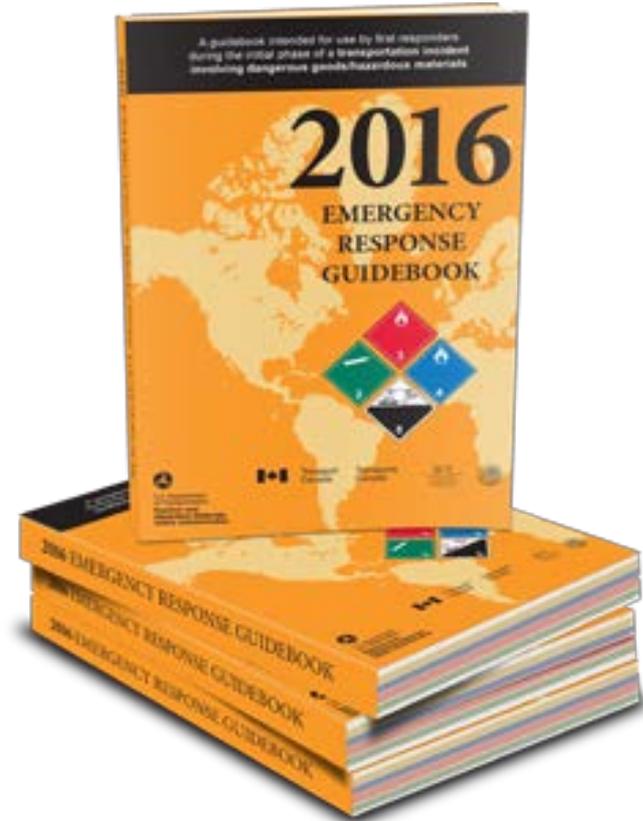
§172.602(b)

- 32 -



Emergency Response Guidebook (ERG)

- Aids emergency responders
- Identifies specific or generic hazards of material(s)
- Provides for protective actions



Got A
Question?



Where to Find More Information...

The screenshot shows the PHMSA website interface. At the top left is the PHMSA logo and name. To the right is the U.S. Department of Transportation logo and social media icons for Twitter, YouTube, and LinkedIn. Below the logo is a navigation menu with tabs for 'About PHMSA', 'Pipeline Safety', and 'Hazardous Materials Safety'. A search bar is located to the right of the navigation menu. The main content area is divided into several sections: a featured article about the 2016 Emergency Response Guidebook, a 'News & Updates' section with a list of recent announcements, a 'Find PHMSA Offices' section with a map of the United States and a dropdown menu for regional offices, and a 'PHMSA Resources' section with links to 'Regulations' and 'Data & Reports'.

PHMSA
Pipeline and Hazardous Materials
Safety Administration

U.S. Department of Transportation

Twitter | YouTube | LinkedIn | Contact Us | FAQs | Site Map

About PHMSA | Pipeline Safety | Hazardous Materials Safety

Enter Search Term(s): Search

2016 EMERGENCY RESPONSE GUIDEBOOK
A guidebook intended for use by first responders during the initial phase of a transportation incident involving dangerous goods/hazardous materials

DOT announces release of new 2016 Emergency Response Guidebook

News & Updates

- U.S. Department of Transportation Announces Flammable Liquid Unit Trains Response Curriculum
- HM-253 Reverse Logistics Final Rule - March 2016 (PDF)
- The Fixing America's Surface Transportation (FAST) Act
- Briefing Room

Find PHMSA Offices

Key Officials
Regional Offices

western | central | eastern | southern | southwest

PHMSA Resources

Regulations
Regulations & interpretations, proposed rules, approvals & permits, and bulletins for pipeline and hazmat safety.

Data & Reports
PHMSA tracks data on the frequency of failures, incidents and accidents.

<http://www.phmsa.dot.gov/hazmat>





U.S. Department
of Transportation
**Pipeline and
Hazardous Materials
Safety Administration**



NEW: Hazardous Materials Transportation Training Modules

Free, interactive training modules available online:

<http://phmsa.dot.gov/hazmat>



U.S. Department of Transportation
**Pipeline and Hazardous Materials
Safety Administration**

To Protect People and the Environment From the Risks of
Hazardous Materials Transportation



Hazardous Material Info-Center

1-800-HMR-4922

(1-800-467-4922)

E-mail: infocntr@dot.gov



- Obtain answers to HMR questions
- Request copies of Federal Register, special permits or training materials
- Fax on Demand

- 37 -

