

## REQUIRED HAZARDOUS MATERIALS DOCUMENTATION 2011

Whenever shipping hazardous materials, **shippers** are required to describe the hazardous materials on a transport document which contains the following basic information:

1. The name and address of the consignor and the consignee.
2. The UN number. Dangerous goods are assigned to UN Numbers according to their hazard classification and their composition
3. The Proper Shipping Name.
4. Hazard Class; Hazardous materials are assigned to one of the hazard classes 1-9 according to the hazard or the most predominant of the hazards they present. Some of these classes are subdivided into divisions, i.e. class 3 for flammable liquids or class 2.1 for a flammable gas, 2.2 for non-flammable gas or 2.3 for toxic gases.
5. Subsidiary (secondary) hazard class or division number(s) when assigned.
6. Packing Group; the packing group to which a substance is assigned is indicated in the Dangerous Goods List or Hazardous Material Table where applicable and are assigned based on the degree of danger they present.
7. Other supplemental information that may be required are; "TECHNICAL NAMES" for "n.o.s." and other generic descriptions; Empty uncleaned packagings which contain residue's shall be described as "RESIDUE LAST CONTAINED" before or after the proper shipping name; if the goods to be transported are marine pollutants, the goods shall be identified as "MARINE POLLUTANT", and if the dangerous goods to be transported have a flashpoint of 60°C or below, the "MINIMUM FLASHPOINT" shall be indicated.
8. The total quantity of hazardous materials covered by the description (by volume or mass as appropriate) of each item of dangerous goods bearing a different Proper Shipping Name is also required.
9. The shippers hazardous materials declaration form (Transport document) shall also include a **signed "Certification"** that the consignment is acceptable for transport and that the goods are properly packaged, marked and labeled, and in proper condition for transport in accordance with the applicable regulations. Whomever packed or loaded the hazardous materials into any container or vehicle is required to provide a signed "Container/vehicle packing certificate".
10. And don't forget the "Emergency response" information; starting with the complete and accurate Shipping Description, Emergency Response Procedures for Ships (EmS guide), **24** hour telephone number(s), and Material Safety Data Sheets (MSDS).