



**Idaho Bureau of Laboratories (IBL)
 Packaging & Shipping Evaluation Checklist for Category A Samples**

Submittal Lab/Contact Name/Phone Number: _____

Sample Description/LIMS #: _____

Date: _____ IBL Evaluator: _____ Was IBL notified prior to shipping? Yes ___ No ___

Shipping Method: FedEx Courier Other:	Compliant	
	YES	NO
SHIPPER'S DECLARATION FOR DANGEROUS GOODS		
• Declaration form is present.		
• Shipper name and address		
• Consignee name and address		
• Transport details: CARGO AIRCRAFT ONLY crossed off		
• Shipment type: RADIOACTIVE crossed off		
○ UN 2814, Infectious substance, affecting humans		
○ Technical name in parentheses: (Suspected Category A Infectious Substance)		
○ Class or Division: 6.2		
○ Quantity and type of packaging: e.g. 3 mL, all packed in one fiberboard box		
○ Packing instructions: 620		
• Form is signed, name and title		
OUTER PACKAGING AND LABELING		
• Proper UN certified Category A shipper kit (e.g., Infekta, Saf-T-Pak)		
• Shipper name and address		
• Consignee name and address (Attention to appropriate IBL laboratory or staff)		
• Name and phone number of Responsible Person		
• Class 6 Infectious Substance label		
• <i>UN 2814 / Infectious Substance, Affecting Humans</i> label with technical name underneath in parenthesis: (Suspected Category A Infectious Substance)		
• Quantity of sample (e.g., 3 mL)		
• All hazard labels placed properly on same side of box		
• Airway bill included and marked properly		
INNER PACKAGING		
• Styrofoam box within outer shipping box, or, if ambient, secondary container is present		
• Secondary pressure container: cannot mix manufacturer packaging materials; if Infekta, use 95 kPa bag; if Saf-T-Pak, use Tyvek envelope with inner clear bag		
• Itemized list of contents on secondary pressure container (e.g. "Infectious Substance Affecting Humans; UN 2814; 1 x 4 mL; 3 mL total")		
• Absorbent sheet around primary receptacle		
• Primary receptacle: must be leak-proof NOTE: If a culture, send on slant (petri plate is against IATA regulations)		
• Biohazard symbol on primary or secondary container		

Comments: _____