

DANGEROUS GOODS CHECKLIST FOR A NON-RADIOACTIVE SHIPMENT

The recommended checklist appearing on the following pages is intended to verify shipments at origin. Copies of the checklist can be obtained from:

Website: <http://www.iata.org/whatwedo/cargo/dgr/Pages/download.aspx>

Never accept or refuse a shipment before all items have been checked.

Is the following information correct for each entry?

 SHIPPERS DECLARATION FOR DANGEROUS GOODS (DGD)

	YES	NO*	N/A
1. Two copies in English and in the IATA format including the air certification statement [8.1.1, 8.1.2, 8.1.6.12].....	<input type="checkbox"/>	<input type="checkbox"/>	
2. Full name and address of Shipper and Consignee [8.1.6.1, 8.1.6.2]	<input type="checkbox"/>	<input type="checkbox"/>	
3. If the Air Waybill number is not shown, enter it. [8.1.6.3]	<input type="checkbox"/>		
4. The number of pages shown [8.1.6.4]	<input type="checkbox"/>	<input type="checkbox"/>	
5. The non-applicable Aircraft Type deleted or not shown [8.1.6.5]	<input type="checkbox"/>	<input type="checkbox"/>	
6. If full name of Airport or City of Departure or Destination is not shown, enter it. [8.1.6.6 and 8.1.6.7]	<input type="checkbox"/>		
7. The word "Radioactive" deleted or not shown [8.1.6.8]	<input type="checkbox"/>	<input type="checkbox"/>	
Identification			
8. UN or ID number(s), preceded by prefix [8.1.6.9.1, Step 1]	<input type="checkbox"/>	<input type="checkbox"/>	
9. Proper Shipping Name and the technical name in brackets for entries with* [8.1.6.9.1, Step 2]	<input type="checkbox"/>	<input type="checkbox"/>	
10. Class or Division and for Class 1, the Compatibility Group, [8.1.6.9.1, Step 3]	<input type="checkbox"/>	<input type="checkbox"/>	
11. Subsidiary hazard, in brackets, immediately following Class or Division [8.1.6.9.1, Step 4].....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Packing Group [8.1.6.9.1, Step 5].....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quantity and Type of Packing			
13. Number and Type of Packages [8.1.6.9.2, Step 6].....	<input type="checkbox"/>	<input type="checkbox"/>	
14. Quantity and unit of measure (net, or gross followed by "G", as applicable) within per package limit [8.1.6.9.2, Step 6].....	<input type="checkbox"/>	<input type="checkbox"/>	
15. For Class 1, the net quantity supplemented with the net explosive mass followed by unit of measurement [8.1.6.9.2, Step 6]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. When different dangerous goods are packed in one outer packaging, the following rules are complied with:			
16.1 – Compatible according to Table 9.3.A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16.2 – Conditions met for UN packages containing Division 6.2 [5.0.2.11(c)]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16.3 – Wording "All packed in one (type of packaging)" [8.1.6.9.2, Step 6(f)].....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16.4 – Calculation of "Q" value which must not exceed 1 [5.0.2.11 (g) & (h); 2.7.5.6; 8.1.6.9.2, Step 6(g)]...	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Overpack			
17.1 – Compatible according to Table 9.3.A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17.2 – Wording "Overpack Used" [8.1.6.9.2, Step 7].....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17.3 – If more than one overpack is used, identification marks shown and total quantity of dangerous goods [8.1.6.9.2, Step 7]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Packing Instructions			
18. Packing Instruction Number [8.1.6.9.3, Step 8]	<input type="checkbox"/>	<input type="checkbox"/>	
19. For lithium batteries in compliance with Section IB, "IB" follows the packing instruction [8.1.6.9.3, Step 8]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Authorizations			
20. Check all verifiable special provisions. The Special Provision Number A1, A2, A4, A5, A51, A81, A88, A99, A130, A190, A191, A201, A202, A211, A212, A331 if used [8.1.6.9.4, Step 9].....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Indication that governmental authorization is attached, including a copy in English and additional approvals for other items under [8.1.6.9.4, Step 9]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Handling Information			
22. Additional handling information shown for self-reactive and related substances of Division 4.1 and organic peroxides of Division 5.2, or samples thereof, PBE, infectious and controlled substances, fireworks (UN0336 & UN0337) and viscous flammable liquids [8.1.6.11]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. Name of Signatory and Date indicated and Signature of Shipper [8.1.6.13, 8.1.6.14 and 8.1.6.15]	<input type="checkbox"/>	<input type="checkbox"/>	
24. Amendment or alteration signed by Shipper [8.1.2.6]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AIR WAYBILL—HANDLING INFORMATION

- 25. The statement: "Dangerous goods as per attached Shipper's Declaration" or "Dangerous Goods as per attached DGD" [8.2.1(a)]
- 26. "Cargo Aircraft Only" or "CAO", if applicable [8.2.1(b)].....
- 27. Where non-dangerous goods are included, the number of pieces of dangerous goods shown [8.2.2]

PACKAGE(S) AND OVERPACKS

- 28. Packaging free from damage and leakage [9.1.3 (i)]
- 29. Packaging conforms with packing instruction
- 30. Same number and type of packagings and overpacks delivered as shown on DGD

Marks

- 31. UN Specification Packaging, marked according to 6.0.4 and 6.0.5:
 - 31.1 – Symbol and Specification Code [6.0.4.2.1 (a), (b)].....
 - 31.2 – X, Y or Z meets or exceeds Packing Group/Packing Instruction requirements [6.0.4.2.1 (c)]
 - 31.3 – Gross Weight within limits (Solids, Inner Packagings or IBCs [SP A179, 6.0.4.2.1 (d)].....
 - 31.4 – Plastic drums, jerricans and IBCs within permitted period of use [5.0.2.15]
 - 31.5 – Infectious substance package mark [6.5.3.1]
- 32. UN or ID number(s), preceded by prefix [7.1.4.1(a)]
- 33. The Proper Shipping Name(s) including technical name where required [7.1.4.1(a)].....
- 34. The full name and address of Shipper and Consignee [7.1.4.1(b)].....
- 35. For consignments of more than one package of all classes (except ID 8000 and Class 7) the net quantity, or gross weight followed by "G", as applicable, unless contents are identical, marked on the packages [7.1.4.1(c)]
- 36. Carbon Dioxide, Solid (Dry Ice), the net weight marked on the packages [7.1.4.1(d)].....
- 37. The Name and Telephone Number of a responsible person for Division 6.2 Infectious Substances shipment [7.1.4.1(e)].....
- 38. The Special Marking requirements shown for Packing Instruction 202 [7.1.4.1(f)]
- 39. Limited Quantities mark [7.1.4.2].....
- 40. Environmentally Hazardous Substance mark [7.1.5.3].....
- 41. Lithium Battery mark [7.1.5.5].....

Labelling

- 42. The label(s) identifying the Primary hazard as per 4.2, Column D properly affixed [7.2.3.1; 7.2.6].....
- 43. The label(s) identifying the Subsidiary hazard, as per 4.2, Column D properly affixed [7.2.3.1; 7.2.6.2.3].....
- 44. "Cargo Aircraft Only" label [7.2.4.2; 7.2.6.3]
- 45. "Orientation" labels on two opposite sides, if applicable [7.2.4.4].....
- 46. "Cryogenic Liquid" label, if applicable as per 4.2, Column D [7.2.4.3].....
- 47. "Keep Away From Heat" label, if applicable as per 4.2, Column D [7.2.4.5]
- 48. Any irrelevant marks and labels removed or obliterated [7.1.1; 7.2.1]

For Overpacks

- 49. Packaging use marks and hazard and handling labels, as required must be clearly visible or reproduced on the outside of the overpack [7.1.7.1, 7.2.7]
- 50. The word "Overpack" marked if marks and labels are not visible on packages within the overpack [7.1.7.1].....
- 51. If more than one overpack is used, identification marks shown and total quantity of dangerous goods [7.1.7.3].....

GENERAL

- 52. State and Operator variations complied with [2.8].....
- 53. Cargo Aircraft Only shipments, a cargo aircraft operates on all sectors

Comments: _____

Checked by: _____

Place: _____ Signature: _____

Date: _____ Time: _____

*** IF ANY BOX IS CHECKED "NO", DO NOT ACCEPT THE SHIPMENT AND GIVE A DUPLICATE COPY OF THIS COMPLETED FORM TO THE SHIPPER.**