



Environmental Safety Division

UNIVERSITY OF GEORGIA

Shipping Dangerous Goods & Hazardous Materials

The US Department of Transportation (DOT) has strict and complex regulations governing the shipment of hazardous materials and dangerous goods through public contractors such as FedEx and UPS. A person who knowingly violates any of the federal hazardous material transportation laws can be fined, imprisoned, or both. The University of Georgia has trained personnel to assist in all activities involving the shipping of Dangerous Goods and Hazardous Materials.

There are two different groups on campus that handle the shipping of Dangerous Goods or Hazardous Materials from The University of Georgia. The Environmental Safety Division handles all hazardous material shipping, and the Office of Biosafety handles all dangerous goods involving biological agents or infectious substances.

Do you have a Biological Agent, Dangerous Good or Hazardous Material to ship?

If you have any doubt or question about a potentially dangerous or hazardous item that you need to ship, stop and call ESD at 706-542-5801 or Biosafety at 706-542-2697 (if a biological agent). Do not assume your material is safe to send without first consulting Environmental Safety.

Below are some common examples of items that meet the classification of dangerous or hazardous. This is not an all-inclusive list. Please contact ESD at 706-542-5801 with any questions.

- Dry ice
- Lab chemicals
- Lab stock solutions
- Lab samples (such as those for analysis)
- Batteries
- Photographic chemicals and supplies
- Pharmaceuticals
- Thermometers
- Barometers
- Vaccines
- Venom
- Some office supplies
- Some electronic items
- Explosive materials
- Gases
- Flammable liquids
- Combustible liquids
- Flammable and/or water-reactive solids
- Oxidizers
- Poisonous materials
- Infectious materials
- Radioactive materials
- Corrosive materials
- Marine pollutants

How to Have Dangerous Goods or Hazardous Materials Shipped Somewhere:

1. Provide suitable inner and outer containers for the material being shipped. **Do not seal the outer package.** The containers must be free of any chemical contamination and tightly sealed to prevent leakage (no corks, cotton plugs, tape, parafilm, etc.). Environmental Safety personnel will inspect the contents prior to final shipment. Contact ESD at 706-542-5801 with any questions related to the selection of suitable shipping containers.
2. Ensure all containers are accurately labeled with **exact** names and **exact** contents (including percentages of each chemical if it is a mixture)
3. Provide the correct shipping address (typed)
4. Provide the Safety Data Sheet (SDS) for each item you are shipping
5. **Contact ESD at 706-542-5801 at least one full week prior to your intended ship date**

Traveling? How to Ship Dangerous Goods or Hazardous Materials to UGA facilities:

- UGA personnel who are traveling domestically or internationally and need to ship an item listed as a Dangerous Good or Hazardous Material back to a UGA location are required to take an approved online Department of Transportation (DOT) training course. Please contact ESD at 706-542-5801 for additional information and assistance prior to traveling.
- If you will be preparing and offering a Dangerous Goods / Hazardous Materials package for shipment you will also be required to take an approved online Department of Transportation (DOT) training course. Please contact ESD at 706-542-5801 for additional information and assistance prior to traveling.