

## Shipping Category A Specimens

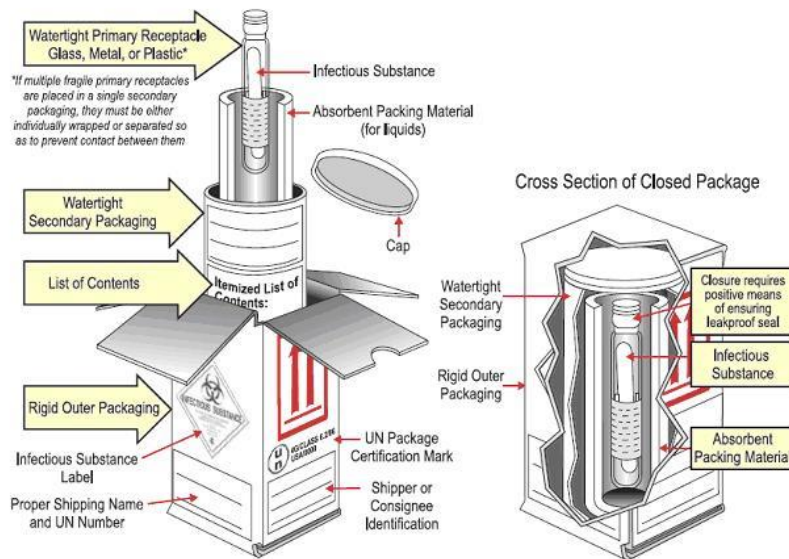
Follow the most current IATA or DOT classification requirements for classifying specimens as Category A, B, or Exempt. Reference the following checklist for guidance in Category A packaging. This checklist is not intended to be a sole resource when preparing shipments and persons performing shipping and packaging of infectious substances must have received training appropriate to the level of the task. If elements in these checklists are missing for any package containing a Category A specimen, the package is improperly prepared according to WAPHL requirements and may be in violation of federal regulations. Packages that do not meet requirements may be rejected for testing.

### Shipping Select Agents

Suspect select agents sent for confirmatory testing by the Bioterrorism and Emergency Response Team should be shipped as **“UN 2814 Infectious Substance, Affecting Humans (Suspected Category A Infectious Substance)”**. Never include the suspected identity of the organism being transported on outer packaging or shipping papers. Information pertaining to suspected identity and testing should only be present on the test requisition which shall be placed between the secondary and outer packaging and protected from condensation due to ice packs, if used. All submissions of suspect select agents must be pre-approved by the appropriate Local Health Jurisdiction and the Washington State Office of Disease Control and Health Statistics Epidemiology Department. Confirmed select agents may not be shipped to WAPHL.

### Category A Packaging and Labelling (IATA Packing Instruction 620)

Image source: Transporting Infectious Substances Safely, Guide to Changes. US Department of Transportation Pipeline and Hazardous Materials Safety Administration



<b>Category A Checklist</b>	
<input type="checkbox"/> Packaging and documents are prepared by a person certified in Packaging and Shipping Division 6.2 Infectious Substances	<input type="checkbox"/> Paperwork is protected from condensation from chemical ice packs, if used
<input type="checkbox"/> If a manufactured Category A shipping system is used, the manufacturer's instructions have been followed and no parts have been incorporated from other Category A shipping systems	<input type="checkbox"/> Secondary packaging is secured inside outer packaging by extra cushioning material if necessary
<input type="checkbox"/> Triple packaging system is employed with primary specimen container, secondary packaging, and outer packaging according to IATA and DOT requirements	<input type="checkbox"/> If dry ice is used, proper dry ice shipping protocols have been referenced and followed
<input type="checkbox"/> Primary container is sealed (with Parafilm™ or heat-shrink wrap, or other sealant) such that it is guaranteed not to leak and the cap cannot loosen	<input type="checkbox"/> Outer package is UN certified Category A box
<input type="checkbox"/> Primary container is accompanied by cushioning material and cellulose absorbent	<input type="checkbox"/> Outer package labelled with class 6 hazard diamond, and proper shipping and technical names
<input type="checkbox"/> Secondary packaging is pressure-resistant to 95kPa	<input type="checkbox"/> 24 hour emergency contact is required on the outer package. Emergency contact must be able to provide spill response instructions; delays in response time are finable by the USDOT
<input type="checkbox"/> Contents are listed on requisition or specimen submission form or otherwise listed outside secondary packaging	<input type="checkbox"/> Full name, phone number, and address of responsible person, shipper, and consignee are listed on outer package
	<input type="checkbox"/> 3 signed copies of the red-striped shippers declaration of dangerous goods attached to package

**Shippers Declaration of Dangerous Goods Form**

3 ink-signed, red- striped copies of the IATA shipper's declaration of dangerous goods form must accompany Category A packages regardless of the mode of transportation (air/ground, public/private, contract courier/personal vehicle). Guidance on filling out this form is available through the FedEx dangerous goods hotline (see current number on the FedEx website). Fillable, electronic, error-checked forms accepted by FedEx are available through SaftPak and FedEx account software. For packages being shipped by methods or services other than FedEx, blank fillable electronic forms are available through the IATA website, however these are not automatically error-checked.

**SaftPak/Inmark:** <https://inmarklifescience.com/>

**FedEx:** <https://www.fedex.com/en-us/service-guide/dangerous-goods.html>

**IATA:** <https://www.iata.org/whatwedo/cargo/dgr/Pages/shippers-declaration.aspx>