

## Subject: Important Packing and Shipping Updates

To Michigan Laboratory System Partners:

Michigan Department of Community Health, Bureau of Laboratories would like to inform you of important updates for packing and shipping of infectious substances.

### American Society for Microbiology (ASM) Packing & Shipping Guideline

The ASM Sentinel Laboratory Guideline, "Packing and Shipping Infectious Substances" has been newly revised and can be accessed at the following link:

<http://www.asm.org/images/pdf/Clinical/ps11-15-10final.pdf>

ASM has highlighted the changes in red to assist when reviewing the document. This is a good opportunity to update the packing and shipping protocol used in your facility.

### International Air Transport Association - IATA

IATA has made changes for 2011 in their Dangerous Goods Regulations. The packing instruction number assigned to Category A infectious substances was previously Packing Instruction 602. **Starting January 1, 2011** it will change to Packing Instruction 620. Likewise, the packing instruction for dry ice has now changed from Packing Instruction 904 to 954. Continue using packing instructions 602 and 904 on Shipper's Declaration for Dangerous Goods Form (DGF) signed on or before December 31, 2010. All DGFs signed on or after January 1, 2011 must utilize the new 2011 Packing Instruction numbers. To review these and other IATA changes for 2011, use the following link and scroll to "In the Spotlight" on the right hand side; click on "DGR 52 Significant Changes."

[http://www.iata.org/whatwedo/cargo/dangerous\\_goods/Pages/index.aspx](http://www.iata.org/whatwedo/cargo/dangerous_goods/Pages/index.aspx)

### FedEx

FedEx also has several changes planned for 2011 that will impact the way you ship infectious substances. Check the list of FedEx Express IATA variations (FX-18) by using the following link:

[http://www.fedex.com/us/services/pdf/DG\\_IATA\\_Variations\\_2011.pdf](http://www.fedex.com/us/services/pdf/DG_IATA_Variations_2011.pdf)

The most **significant** change that you need to be aware of is beginning soon. **Effective January 10, 2011**, FedEx Express will require all Shipper's Declarations for Dangerous Goods Forms to be prepared using approved software that incorporates dangerous goods compliance edit checks. The interactive Dangerous Goods Form templates that are currently available on the FedEx website will no longer be available as of January 10, 2011. Other on-line or in-house forms that you use may no longer be approved. The goal of this change is to help prevent errors and reduce the number of returned non-compliant packages.

Software options to meet this requirement include:

- FedEx-approved vendor software applications – contact FedEx for the current list of approved vendors; prices and options vary.
- Shipper proprietary software – if you use an in-house software for completing the forms, FedEx must approve its use; contact FedEx.
- FedEx Express Automated Shipping Solutions with error checks - FedEx offers FedEx Ship Manager Software 2460 that is available for download, free at the following link:

<http://www.fedex.com/us/software/downloads.html>

FedEx Dangerous Goods/Hazardous Materials Hotline can be reached between 7 a.m. and 7 p.m. CST M-F and from 10 a.m. to 2 p.m. CST Saturdays at 1.800.463.3339 (say "dangerous goods" when prompted) for assistance with their new dangerous goods/hazardous materials changes.

Please be sure to share this information with others in your facility who prepare and / or ship dangerous goods/infectious substances so that your facility is compliant with these new changes.

Thanks for your continued dedication to ensure safe shipping throughout Michigan.

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