Shipment of laboratory synthesized chemicals by air or ground according to de minimis exceptions

Follow steps below when shipping a laboratory synthesized chemical according to de minimis exceptions.

Describe the material to be shipped:

- Chemical Name:
- Formula:
- CAS:
- Form:
- Quantity:
- Appearance:

Draw structure, attach sheet if necessary.

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<tr>
<td>1. The material to be shipped has been approved for shipment by OEHS.</td>
<td>Initial</td>
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<tr>
<td>2. The maximum quantity of material per inner receptacle or article is limited to-</td>
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<td>a. 1 g for solids; or</td>
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<td>b. 1 mL for liquids.</td>
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<td>3. Each inner receptacle:</td>
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<td>a. Is not liquid-full at 55 °C (131 °F), and</td>
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<td>b. Is constructed of plastic having a minimum thickness of no less than 0.2 mm (0.008 inch), or earthenware, glass, or metal.</td>
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<td>c. Is labeled with the following statement:</td>
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<td>“The hazards associated with this chemical have not been fully evaluated. This chemical is to be used for research purposes only, under the supervision of a technically qualified individual.”</td>
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<td>4. Each inner receptacle with a removable closure has its closure held securely in place with wire, tape, or other positive means.</td>
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<td>5. Unless equivalent cushioning and absorbent material surrounds the inside packaging, each inner receptacle is securely packed in an inside packaging with cushioning and absorbent material that:</td>
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<tr>
<td>a. Will not react chemically with the material, and</td>
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<td>b. Is capable of absorbing the entire contents (if a liquid) of the receptacle.</td>
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6. For liquids: inner receptacles must be packaged in bag that can withstand a 95 kPa internal pressure differential (provided by OEHS).

7. The inside packaging is securely packed in a strong outer packaging such as a good quality cardboard box.

8. The completed package is capable of sustaining—
   a. Each of the following free drops made from a height of 1.8 m (5.9 feet) directly onto a solid unyielding surface without breakage or leakage from any inner receptacle and without a substantial reduction in the effectiveness of the package:
      (A) One drop flat on bottom;
      (B) One drop flat on top;
      (C) One drop flat on the long side;
      (D) One drop flat on the short side; and
      (E) One drop on a corner at the junction of three intersecting edges.

9. Placement of the material in the package or packing different materials in the package does not result in a chemical incompatibility.

10. The aggregate quantity of hazardous material per package does not exceed 100 g (0.22 pounds) for solids or 100 mL (3.38 ounces) for liquids and the gross mass of the completed package does not exceed 29 kg (64 pounds).

11. For domestic shipments, fill out the UNH TSCA Domestic Shipment Form, attached, and include a copy in the shipment and keep a copy for the lab. The lab copy is required to be kept on file for 3 years. This form is not required for international shipments. It is recommended that completed copy of this form is included in the box, but it is not required.

12. Completed package exterior is labeled with: “Contents to be used for Research and Development Purposes Only.”

13. To the extent that you can ensure this: the package is not opened or otherwise altered until it is no longer in commerce, that is, until it has reached its shipping destination.

14. Material packed in accordance with this section may not be carried on a plane in checked or carry-on baggage.

Print Name: ________________________  Signature: ________________________

Lab Group: ________________________  Date: ________________________

Phone #: ________________________  Return form to: andy.glode@unh.edu
Appendix B
UNH TSCA Domestic Shipment Form

Shipper Instructions:
Domestic shipments include the following:
• carrying the chemical on your person or carrying it in your baggage, or
• shipping the chemical through the mail or express service (FedEx, UPS, etc.).
1. For domestic shipments of chemicals or samples, subject to TSCA, within the U.S. Customs Territory, complete this form and include a signed copy with the shipment.
2. Mark the words "Contents To Be Used For Research And Development Purposes Only" on the outside of the shipping package.
3. Maintain a copy of this form in your laboratory records for three years.

RECEIVER (Please Note)
The chemicals in this shipment, as indicated below, are provided to you solely for research and development purposes, as defined by the Toxic Substance Control Act (TSCA), CFR §720.36. All such activities involving this material, must conform to recognized prudent laboratory practices. All persons using this material must be technically qualified and informed of any known or suspected health or physical hazards. Health or physical hazards include, but may not be limited to, the information provided or referenced below.

SHIPMENT CONTENTS
Attach additional sheets that identify the chemicals to be shipped. Include the following information: structure, lab notebook number, and formula.

HEALTH OR PHYSICAL HAZARDS
Health or physical hazards, to the best knowledge of the shipper, for the chemical material contained in this shipment: (Check all that apply; attach additional sheets if necessary.)

☐ Are identified by the attached MSDS.
☐ Are identified by the attached documentation.
☐ Known or expected hazards include (e.g., flammable, corrosive, carcinogen):

__________________________________________________________________________
__________________________________________________________________________

☐ WARNING: The hazards associated with this material have not been fully evaluated.

Any questions regarding the chemical content or the information provided should be directed to:

Shipper’s Name (please print) : ________________________________ Phone #: ________________________
Shipper’s Signature: ________________________________ Ship Date: ________________________________
Lab Group/Principal Investigator: ______________________________________________________________
Recipient’s Name/Contact Info: ______________________________________________________________