

Shipping of laboratory samples

These instructions apply to samples, which are transported by Itella Corporation in domestic road transport. The shipments may be transported as letters, reply mail and parcels. For sample shipments sent as parcels an additional service “special handling” shall be chosen. Shipments may be offered for transport by either taking them to the Post offices or Postal sales outlets or Itella picks them up by agreement or a separate order. None of these shipments should be left directly in a post box.

The Shipper is responsible for correct classification, packing and marking of the shipment and that it is offered for transport under ADR Act 1 (719/1994) and decrees and decisions issued under the authorisation by the act. The shipper is also responsible for correct marking of the proper shipping name, classification and other required information of the substance on the eventually required documents. Every shipment must be marked with shipper's contact information. If the shipment is packed by e.g. a patient, clear instructions regarding the packing and marking of the package must be given to the patient. Shipments packed with Dry Ice require a separate ADR agreement and the shipper will get separate instructions. In order to make an ADR agreement the shipper must contact Itella's contact person. Itella's Dangerous Goods Safety Advisor helps with the interpretation of this instruction and in all other questions related to shipping of dangerous goods. Additional information about transport of dangerous goods may also be obtained from the website of Ministry of Transports and Communications of Finland at <http://www.lvm.fi/web/fi/vak>

1. Infectious substances

Substances that are known, or reasonably expected to contain pathogens are infectious substances. A pathogen is a micro-organism, that can cause disease in humans or animals. Infectious substances shall be assigned to ADR Division 6.2 and applicable UN number 2814, 2900 or 3373.

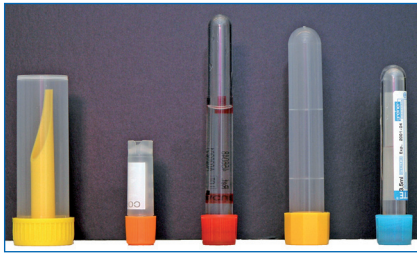
1.1. Infectious substances which are assigned to UN Number UN 2814 or UN 2900

Substances shall be assigned to UN number UN 2814 or UN 2900, if they are transported in a form that is capable of causing permanent disability of life-threatening or fatal disease to otherwise healthy humans or animals when exposure to it occurs. An indicative list of substances can be found from the law collection “Vaarallisten aineiden kuljetus tiellä 2011”, subchapter 2.2.62.1.4.1. (Edita, 2011). If there is doubt, as to whether or not a substance meets the criteria of this group, it must be assigned to UN number UN 2814 or UN 2900. Itella does not normally transport these substances. Before shipping substances assigned to this group the shipper must contact Itella's contact person or ADR-safety advisor.

1.2. Infectious substances which are assigned to UN number UN 3373

Infectious substances, which do not meet the criteria for assigning to UN numbers 2814 or 2900 are assigned to UN number UN 3373. The proper shipping name for these substances is BIOLOGICAL SUBSTANCE, CATEGORY B.

¹ ADR Act = Act on transport of dangerous goods



Picture 1.



Picture 2. The secondary receptacle may also be a tightly closed plastic bag.



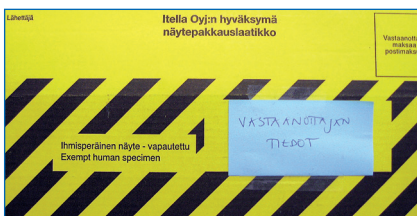
Picture 3.



Picture 4.



Picture 5.



Picture 6. How to mark an exempted sample.

1.3. Samples, that are exempted according to ADR legislation

The exemptions regarding sample shipments are in the law collection “Vaarallisten aineiden kuljetus tiellä 2011”, in subchapter 2.2.62.1.5. E.g. human and animal specimens, which are unlikely to contain pathogens, are not subject to ADR regulations, if they are packaged and marked as described below. Examples of these samples may be found in the law collection, subchapter 2.2.62.1.5.6. The assessment regarding the exemption of the substance or sample must be based on a professional judgement.

2. Packing

2.1. Substances assigned to UN number UN 3373

Substances assigned to UN number UN 3373 shall be packed according to packing instruction P 650:

- For shipping must be used packagings of good quality, strong enough to withstand the shocks and loadings normally encountered during transport.
- The packaging must not leak during normal conditions of transport.
- The packaging must consist of three components:
 - a primary receptacle (picture 1)
 - a secondary receptacle (picture 2) and
 - a rigid outer packaging
- The primary and secondary receptacles must be leak-proof.
- The primary receptacles must be either individually wrapped or separated so as to prevent contact between them (picture 3).
- For liquid substances absorbent material must be placed between primary and secondary receptacles. The absorbent material must be in sufficient quantity to absorb the entire contents of the primary receptacles.
- The secondary receptacles must be placed in outer packagings with suitable cushioning material. (picture 4).
- The packaging shall be marked with a diamond-shaped square containing a text “UN 3373”. The words “BIOLOGINEN AINE, KATEGORIA B” must be marked adjacent to the diamond-shaped square. The marking shall be clearly visible and legible. (picture 5).
- No requirement for documentation according to ADR legislation.
- Itella requires a yellow/black-striped box to be used as outer packaging.

2.2. 2.2 Samples exempted according to ADR legislation

Human and animal specimens which are unlikely to contain pathogens shall be packed as follows:

- For shipping must be used packagings of good quality, strong enough to withstand the shocks and loadings normally encountered during transport.
- The packaging must not leak during normal conditions of transport.
- The packaging must comprise of leak-proof primary and secondary receptacles and an outer packaging.
- For liquid substances absorbent material must be used between primary and secondary receptacles.
- Packagings must be marked “IHMISPERÄINEN NÄYTE - VAPAUTETTU” or “ELÄINPERÄINEN NÄYTE – VAPAUTETTU”. (picture 6).
- These samples may also be carried by air. Air freight shipments must be marked “Exempt human specimen” or “Exempt animal specimen”.
- No Documentation requirements according to ADR legislation.
- Itella requires a yellow/black-striped box to be used as outer packaging.

Additional information regarding the shipping of dangerous goods can be obtained from the contact person of Itella, or from Dangerous Goods Safety Advisor Pauliina Auveri, tel. +358 20 452 0092 or pauliina.auveri@itella.com