

The shipment of hazardous materials (HM) is regulated by the United States Department of Transportation (DOT), codified in 49 CFR. Hazardous materials may be chemical, biological or radioactive in nature; the waste from any of these materials; or any substance, regardless of commonality, that may pose a threat to life, health or property. DOT defines HM in 49 CFR 171.8. DOT allows shippers to use the United Nation's International Civil Aviation Organization (ICAO) and the International Maritime Organization's (IMO) dangerous goods regulations (DGR) for shipping HM within the United States, provided the regulations are as or more stringent than DOT's. ICAO allows the International Air Transport Association (IATA) to create the IATA DGR, so long as it is as stringent as ICAO's requirements (allowing ICAO oversight that is rarely exercised). While an individual could create a shipper's declaration under any of these regulations by careful self study, all three organizations require. Further, in order to maintain a safe environment at UNLV, for the general public and those carrying the HM and for the safety of the entity receiving the package, Risk Management and Safety must be made aware of all HM shipments leaving UNLV.

Training

Risk Management and Safety (RMS) offers training to UNLV faculty and staff at no charge to be certified to ship using the IATA DGR and 49 CFR. At this time, RMS staff does not train to ship, nor ship materials by vessel. If you will have to ship a hazardous material by ocean going vessel, please contact RMS well in advance to make special arrangements. To enroll in a training course offered by RMS, contact RMS staff at 895.4226.

Individuals associated with UNLV may purchase training from one of the many private companies that offer shipping training in order to become certified to ship HM. RMS does not offer any official guidance as to "preferred" or "better" training providers. However, UNLV and RMS reserve the right to not recognize training that is deemed to be insufficient.

Unless you have received the proper training, you shall not be involved in any part of the shipping process, other than to provide information and supplies to a trained person. This includes, but may not be limited to: packing the material; completing a manifest, declaration or bill of lading; typing or copying a manifest, declaration or bill of lading; signing a manifest, declaration or bill of lading for the purpose of shipping or receiving; or transferring the package from UNLV to a shipping company (i.e. FedEx).

Regardless of training received, you must inform RMS of any shipment of HM before shipping, and provide proof of current training.

Transporting HM via public roads generally requires further training. Contact RMS if you have questions regarding the transportation of HM.

How to Ship HM from UNLV

Shipping HM is much like shipping any other item from UNLV once you have been appropriately trained. However, if you are not qualified or trained to ship HM, RMS who will ship the package for you. If you are certified to ship HM, you must still contact RMS with all of the appropriate information regarding your shipment, then prepare and pack all appropriate documents and packagings.

To have RMS prepare your shipment, to inform RMS of your shipment, or if you have any questions regarding HM shipments, contact RMS at 895.4226.