

## **Information Required on Shipping Documents**

For the transportation of dangerous goods, shipping documents must contain specific information to ensure compliance with the Transportation of Dangerous Goods (TDG) Regulations. Here's a breakdown of the required information for shipping documents:

### **Shipping Name**

The proper shipping name of the hazardous material being transported. This name must match the name specified in the TDG Regulations and accurately describe the substance.

### **UN Number**

The United Nations number assigned to the hazardous material, if applicable. The UN number is a unique identifier that helps identify the substance and provides emergency responders with essential information.

### **Class or Division**

The hazard class or division of the dangerous goods being transported. This indicates the primary hazard associated with the material, such as flammable liquids, corrosive substances, or toxic materials.

### **Packing Group**

The packing group assigned to the hazardous material based on its level of danger. Packing groups range from I (high danger) to III (low danger) and help determine the level of packaging required for safe transportation.

### **Quantity**

The quantity of the hazardous material being transported, expressed in terms of weight, volume, or number of units (MUST BE IN METRIC). This information helps ensure proper handling and storage of the dangerous goods during transportation.

### **Consignor Information**

The name, address, and contact information of the consignor (shipper) responsible for the shipment. This information is essential for identifying the party responsible for the dangerous goods and for communication purposes.

**Consignee Information**

The name, address, and contact information of the consignee (recipient) receiving the shipment. This information helps ensure that the dangerous goods are delivered to the correct destination and can be properly received and handled.

**Emergency Response Information**

Information on how to respond in case of an emergency involving the dangerous goods, including emergency contact numbers and procedures. This information is crucial for emergency responders and helps ensure prompt and effective response to incidents.

**Additional Handling Instructions**

Any additional handling instructions or special precautions required for the safe transportation of the dangerous goods. This may include temperature requirements, compatibility considerations, or specific handling procedures.

**Date of Shipment**

The date when the shipment was dispatched or is scheduled for transportation. This helps track the movement of the dangerous goods and ensures compliance with shipping deadlines and regulations.

**Signature**

The signature of the person responsible for preparing the shipping documents, certifying that the information provided is accurate and complete.

**Dangerous goods must be described by (in the order below):**

UN number

Shipping name

Class

Packing group

Name of the person who authorizes the shipment after the certified statement (if it is the driver that completes the document than their name will be printed clearly.

Note: Sometimes a driver has to deliver dangerous goods to several locations, so the quantity keeps changing. If so, the driver marks each change on the shipping document.

Shipping documents must be kept with the shipment and made available to carriers, drivers, and authorities upon request during transportation. They help ensure the safe and compliant transportation of dangerous goods by providing essential information for handling, emergency response, and regulatory compliance. Shipping documents must also be kept on file for at least two years.

### **Location of Shipping Documents**

Shipping documents for the transportation of dangerous goods must be readily accessible to the carrier, driver, and any other person responsible for the shipment. Here's where you might typically find shipping documents during the transportation of dangerous goods:

1. **With the Driver or Operator:** Shipping documents should be kept with the driver or operator of the vehicle or transport unit carrying the dangerous goods. This ensures that the necessary information is readily available in case of an emergency or inspection during transit.
2. **In the Cab of the Vehicle:** Shipping documents are often kept in the cab of the vehicle, either in a designated storage compartment or within easy reach of the driver. This allows the driver to reference the documents as needed and present them to authorities if required.
3. **In a Document Holder or Envelope:** Shipping documents may be placed in a document holder or envelope specifically designed for this purpose. These holders are typically affixed to the dashboard or other convenient location within the cab of the vehicle for easy access.
4. **On or Near the Transport Unit:** If the dangerous goods are being transported in a freight container, tank truck, or other transport unit, shipping documents may be attached to the exterior of the unit. This ensures that the documents are visible and accessible to personnel involved in handling the shipment.
5. **With Other Freight Documents:** Shipping documents may be stored together with other freight documents, such as bills of lading or shipping manifests, in a designated folder or pouch. This helps keep all relevant paperwork organized and easily accessible during transportation.
6. **Digitally:** In some cases, shipping documents may be stored electronically on a tablet, smartphone, or other electronic device carried by the driver or operator. Digital copies of shipping documents must be readily accessible and presented upon request during transit or inspections.

