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POWERPOINT PRESENTATIONS

SHIPPING AVIAN INFLUENZA SAMPLES BY INTERNATIONAL AIR: INTERNATIONAL AIR TRANSPORT ASSOCIATION (IATA) DANGEROUS GOODS REGULATIONS

2009

DISCLAIMER

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COURSE OPENING

**Shipping Avian Influenza Samples by
International Air**

**International Air Transport Association
(IATA)**

Dangerous Goods Regulations (DGR)



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Introductions

Find a partner close to you. Interview each other to find out:

- Name and job title
- Current role related to shipping infectious substances
- Main trainings or experiences to date with international shipments of infectious substances
- One question or interest related to shipping samples by air that he/she hopes to have addressed by the course.

Be prepared to introduce your partner to the class!



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Purpose

The purpose of the course is to

train personnel responsible for **preparing and packaging infectious substances** to comply with regulations established by the **International Air Transport Association (IATA)** for the international air shipment of infectious substances, IATA **Dangerous Goods Class 6.2.**



Objectives

By the end of the course, participants will be able to:

- Describe relevant regulations and classifications defined by the IATA **Dangerous Goods Regulations (DGR)**;
- Explain the IATA regulations applicable to shipment of infectious substances by international air;



Objectives Continued

By the end of the course, participants will be able to:

- Demonstrate the ability to apply relevant IATA DGR for the purpose of:
 - **classifying,**
 - **documenting,**
 - **packing, and**
 - **labeling**

infectious substances for international air shipment.

- Describe the emergency procedures to follow in the event of an accident with a shipment of an infectious substance.



Important Note

The IATA Dangerous Goods Regulations (DGR) specify that training must include:

- a) general familiarization with IATA DGR provisions,
- b) function-specific training on tasks the staff will carry out, and
- c) safety training for handling dangerous goods and responding to accidents or emergencies involving these goods.



Important Note

- This training will train you as a Shipper of Infectious Substances, such as avian influenza samples, **only**.
- If you need to ship other Dangerous Goods, you will need additional training.
- **The Shipper must renew this training every 24 months** to stay qualified to ship avian influenza samples and other infectious substances according to IATA DGR.



Important Note

The IATA DGR also require that trainees be **tested** to verify their understanding of the regulations, and that a record of successful course completion be kept on file.

Note that there will be a final, written exam that will be scored. Only those who receive a score of **85%** or higher will receive a record of successful training completion.



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Logistics



Agenda

Session 1	Session 2	Session 3	Session 4
Introductions Course Objectives Overview of IATA DGR	Classifying Infectious Substances for Shipment by International Air	Completing Documentation to Ship Infectious Substances by International Air	Packing Infectious Substances for International Air Shipment
Lunch			
Session 5	Session 6	Session 7	Session 8
Labeling Packages for Shipment by International Air	Practical Exercise: Classifying, Completing Documentation, Packing, and Labeling Infectious Substances for Shipment by International Air	Emergency Procedures	Final Exam Review and Scoring of Exams Record of Training Awards Closing



A Note About the Manual...

- The manual will be used to convey key concepts covered in the course
- There is space to make notes as well as capture reflections
- It includes reference materials for during and after the course



Guidelines

- Keep time (start on time, return from breaks on time, end on time)
- Switch mobile phones off or to “vibrate”
- Participate fully
- Ask questions freely
- Balance talking and listening
- Respect each other’s points of view

Any others?



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LET'S GET STARTED!



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IATA DGR OVERVIEW

**Shipping Avian Influenza Samples by
International Air**

**International Air Transport Association
(IATA)**

Dangerous Goods Regulations (DGR)



Module Purpose and Objectives

MODULE PURPOSE:

To learn essential information about IATA and IATA Dangerous Goods Regulations (DGR), including key terms and definitions and applicable IATA requirements

MODULE OBJECTIVES:

At the conclusion of this module, participants will be able to:

- 1) Explain what IATA is, what the IATA DGR are, and why the IATA DGR are important;
- 2) Explain why IATA regulations are applicable to personnel responsible for knowing how to correctly ship infectious substances, including HPAI samples, by international air;
- 3) Define essential terms and acronyms and explain their relevance.



What is IATA?

International Air Transport Association (IATA)

- Is a trade association of the world's airlines
- Works closely with the United Nations International Civil Aviation Organization (ICAO)
- Establishes requirements for air transport of dangerous goods.



What are DANGEROUS GOODS?

According to IATA, they are:

- articles or substances which are capable of **posing a risk to health, safety, property or the environment;**
- shown on the **list of dangerous goods** in the IATA DGR; **or**
- **classified** according to the IATA DGR.



What are IATA Dangerous Goods Regulations (DGR)?

The DGR are requirements issued by IATA to ensure the safe shipment of dangerous goods by air applicable to:

- Airlines
- Shippers or agents that offer packages of dangerous goods to airline operators



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IATA Dangerous Goods Regulations Manual

- The IATA Regulations are updated every year.
- The IATA DGR Manual is updated every year.
- IATA DGRs are stricter than the ICAO Technical Instructions, adherence to these regulations will ensure that you comply with any mode of transportation
- Order a current Manual at www.iata.org





Shipping Avian Influenza Samples

Why ship avian influenza samples by international air?



Shipping Avian Influenza Samples

All suspected H5N1 highly pathogenic avian influenza viruses from animals must be shipped to a World Organization for Animal Health/Food and Agriculture Organization (OIE/FAO) reference laboratory* for official confirmation.

*Recognized laboratories are listed in Appendix A of your STOP AI Manual



Shipping Avian Influenza Samples

The World Health Organization (WHO) has also identified certain laboratories** to confirm H5N1 specimens from humans.

**Recognized laboratories are listed in Appendix B of your STOP AI Manual



Shipping Avian Influenza Samples

- You are given samples from a suspected avian influenza outbreak.
- You need to ship samples, **taken from birds**, by air to the national veterinary services laboratory for testing, and to an international OIE/FAO reference laboratory for confirmation.
- What would you do?

Pack it per IATA DGR!



Shipping Avian Influenza Samples

- You are given samples from a suspected avian influenza outbreak.
- You need to ship samples, **taken from sick humans**, to a medical laboratory for testing and an international WHO reference laboratory for confirmation.
- What would you do?

Pack it per IATA DGR!



Shipping Avian Influenza Samples

What happens if you do not follow the IATA Regulations for packaging and shipping samples correctly?

The package could be refused.

You or your employer could be fined.



Shipping Avian Influenza Samples

Shipper's Responsibilities

1. Correctly identify what is being shipped
2. Correctly classify what is being shipped
3. Mark and label the package correctly
4. Complete the Shipper's Declaration form correctly
5. Pack it appropriately and correctly



Shipping Avian Influenza Samples

Shipper's Responsibilities continued

6. Comply with IATA DGR
7. Comply with applicable regulations established by States of the shipment's origin, transit and destination
8. Be properly trained in IATA DGR
9. Receive this training every 24 months



Shipping Avian Influenza Samples

Operator's Responsibilities

1. Inspect the shipping documents
2. Inspect the package
3. Store the package correctly
4. Load the package correctly
5. Transport the package correctly
6. Deliver the package



Shipping Avian Influenza Samples

Operator's Rights

- Open the package
- Inspect the package
- Ask an outside authority to verify whether the shipment is dangerous
- Refuse to accept the package



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Partner Task

Discuss the following questions with the person next to you:

- How familiar are you with the IATA DGRs? Are they widely used in your workplace?
- Which of the shipper's responsibilities will be/are most challenging for you? Why?



Team Challenges

Over the course of the day, we will play various team challenges to review the content in modules:

- There will be four teams
- These teams will remain the same throughout the day
- Every question is worth a different amount of points. If your team answers the question correctly, your team gains the points. If your team answers the question incorrectly, your team loses the points.
- At the end of the day, we will add up the scores from each section to get a total team score.
- The group with the highest total score wins!

Once in your groups, take 3 minutes to select a group name



Team Challenge 1: Seconds Matter!!

In this challenge, your team will be given a certain amount of time to answer a question.

- You must all agree on the answer
- Then write your answer (s) on a blank note card on your table
- You may NOT use your workbook to find answers



SECONDS MATTER!!!

According to the IATA DGRs, anyone who is responsible for packing or shipping infectious substances must receive training every ____ months.

- A. 6
- B. 12
- C. 18
- D. 24

Time: 60 seconds
Points: 2





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SECONDS MATTER!!!

Name four operator rights when shipping Avian Influenza samples.

1. _____
2. _____
3. _____
4. _____

Time: 120 seconds
Points: 1 pt for each
correct answer





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Classification

**Shipping Avian Influenza Samples by
International Air**

**International Air Transport Association
(IATA)**

Dangerous Goods Regulations (DGR)



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Module Purpose:

To learn why and how substances must be properly classified for shipment by international air according to the IATA DGR.

Module Objectives:

At the conclusion of this module, participants will be able to:

- 1) Define the three major categories of infectious substances
- 2) Explain why correct classification is important when you are preparing HPAI samples and other infectious substances for shipment by international air
- 3) Correctly classify different substances for international air shipment



Classifying Dangerous Goods

IATA has 9 Classes of Dangerous Goods

Class 1 – Explosives

Class 2 – Gases

Class 3 – Flammable Liquids

Class 4 – Flammable Solids (spontaneous combustion)

Class 5 – Oxidizing Substances

Class 6 – Toxic (6.1) and **Infectious Substances (6.2)**

Class 7 – Radioactive Material

Class 8 – Corrosives

Class 9 – Miscellaneous Dangerous Goods

- Dry Ice, polymeric beads, magnets



Class 6.2 Infectious Substances

Class 6.2 Infectious Substances are substances **known or reasonably suspected** to contain pathogens. Pathogens can cause disease in humans or animals.



Pathogens are micro-organisms

They include:

- Bacteria
- Viruses
- Parasites
- Prions (Mad Cow Agent) or other agents that can cause disease in humans or animals
- Fungi
- Rickettsiae



Infectious Substances are divided into four different categories

Category A - is capable of causing permanent disability, life-threatening or fatal disease in **humans or animals**

Category B –infectious to **humans or animals** but do not meet the criteria for Category A

Exempt patient specimens – comes from animals or humans but not likely to be infectious

Other Exempt substances – exempt from IATA DGR



Class 6.2 Infectious Substances

Category A:

an infectious substance which, in its current form, when a healthy animal or human is exposed to it, is capable of causing permanent disability, life-threatening or fatal disease



Class 6.2 Infectious Substances

Category B:

an infectious substance that does not qualify as a Category A substance



Class 6.2 Infectious Substances

- To determine the correct category of a substance, refer to the list of many of the known infectious substances (see Appendix C)
- This list is not complete.
- Substances not listed that meet Category A criteria **must** be classified as Category A.
- From January 1, 2007 labeling Clinical Specimens as 'Diagnostic Specimens' or 'Clinical Specimens' will not be permitted--they will be considered either Category A or B
- If you have **any doubt** whether a substance is Category A or B, you **must** classify it as Category A.



Exempt Patient Specimen

Comes from animals or humans but contains no pathogens, such as:

- antibody detection in humans or animals
- cholesterol
- glucose levels
- hormone levels
- tests required to monitor organ function such as heart, liver or kidney function for humans or animals with non-infectious diseases
- Biopsies to detect cancer



Other Exempt Substances

- Substances containing micro-organisms that are non-pathogenic to humans or animals
- Substances in a form in which any pathogens present have been neutralized or inactivated so that they no longer pose a health risk – such as a killed vaccine or bacterins
- Environmental samples (including food and water samples), that are not considered to pose a significant risk of infection



Other Exempt Substances (continued)

- Dried blood spots, collected by applying a drop of blood onto absorbent material
- Fecal occult blood screening tests
- Blood or blood components collected for the purposes of transfusion or for the preparation of blood products to be used for transfusion or transplantation
- Tissues or organs intended for use in transplantation



Other Exempt Substances (continued)

Other Exempt Substances do not have to follow IATA DGR

But, they must still be packed in a leak-proof container and in a safe manner.

And, other import/export laws might apply.



Class 6.2 Infectious Substances UN Numbers

For international shipment, infectious substances must be assigned a UN (United Nations) Number

A UN Number is assigned based on:

- appropriate category
- known medical history of the human or animal
- symptoms of the source human or animal
- endemic local conditions
- professional judgment



Class 6.2 UN NUMBERS AND SHIPPING NAMES

UN 2814* – Category A – Infectious substance, affecting
humans

UN 2900 – Category A – Infectious substance, affecting
animals

UN 3373 – Category B, **Biological substance**

*If the infectious substance affects both humans and animals (a zoonosis) then it is **UN 2814**



Animal Carcasses with Suspect Category A Agents

Must be assigned either:

UN 2814 – infectious substance affecting humans
For substances that affect humans and animals.

UN 2900 – infectious substance affecting animals
For substances that affect animals only.



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Other Infectious Substances

Is dry ice a Dangerous Good?

- Yes.
- Dry ice (carbon dioxide, solid) is an IATA Class 9 Miscellaneous Dangerous Good.
- You will learn more about dry ice later.

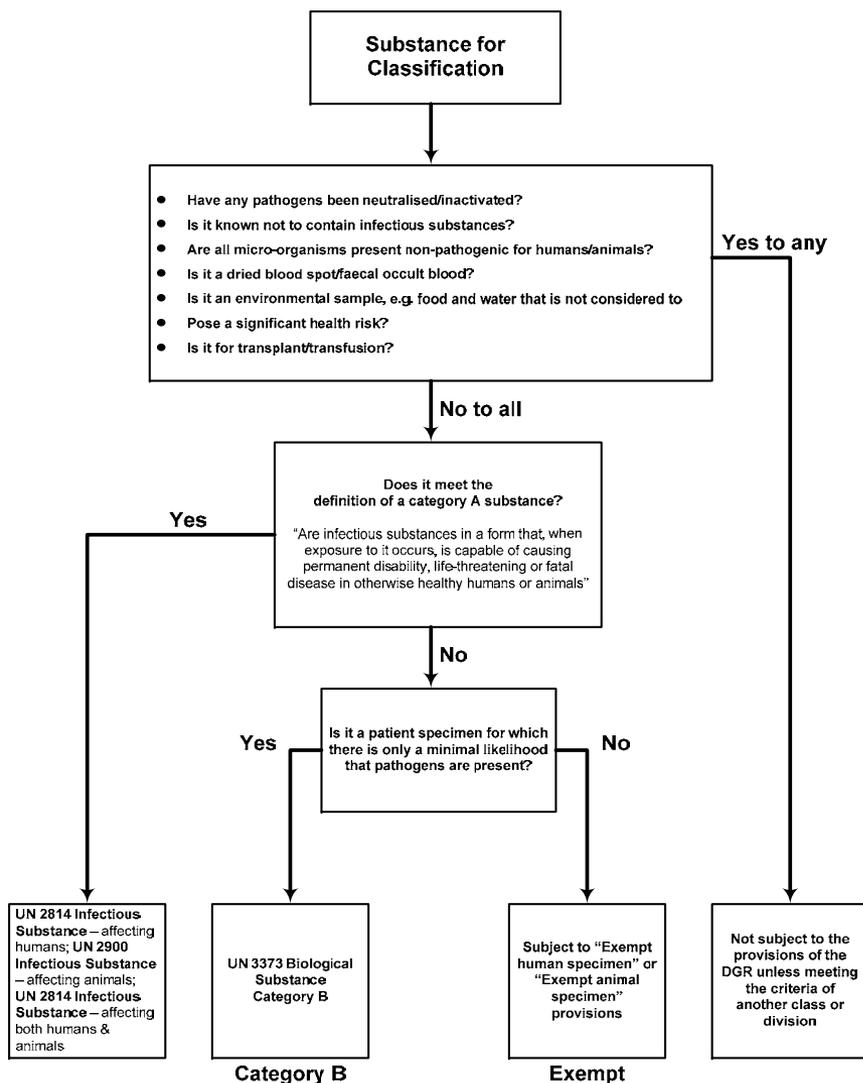


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Infectious Substance Classification Flowchart

Taken from the IATA Guidance Document, Infectious Substances, 5 December 2005





Team Challenge 2: Classification

- Your team has four samples of materials.
- Determine the classification of each sample.
- Use your notes and Appendix C to help you.
- **Remember:** If in doubt as to whether a substance should be Category A or Category B, use Category A
- Each correct classification is worth 2 points. Two points will be deducted for each incorrect classification.



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**LET THE CLASSIFICATION
BEGIN!**



Classification Answers

Team 1:

- **Category A:** Polypropylene tube labeled: foot-and-mouth disease virus cell culture supernatant
- **Category B:** Whirlpak bag labeled: Liver from a camel that died of unknown reasons
- **Exempt:** Serum from chickens to test for antibodies to Salmonella
- **Not Regulated:** Soil sample in a whirlpak bag



Classification Answers

Team 2:

- **Category A:** Polypropylene tube labeled: peste des petits ruminant (PPR) virus cell culture supernatant
- **Category B:** Whirlpak bag labeled: brain from a dog suspected of rabies
- **Exempt:** Plasma from humans for testing for thyroid function
- **Not Regulated:** Paper with Dried blood spots



Classification Answers

Team 3:

- **Category A:** Polypropylene tube labeled: highly pathogenic avian influenza virus H5N1
- **Category B:** Swabs labeled - cloacal swabs from migratory ducks, Alaska
- **Exempt:** Serum from dogs to test for rabies virus antibodies
- **Not Regulated:** Small tube labeled: human feces for occult blood testing



Classification Answers

Team 4:

- **Category A:** Whirlpak bag containing spleen from cow suspected of dying of anthrax
- **Category B:** Culture plate with *E. coli* from a duck
- **Exempt:** Serum from goats to test for antibodies to foot-and-mouth disease
- **Not Regulated:** Tube labeled: water for trace mineral testing



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IATA DGR Documentation

**Shipping Avian Influenza Samples by
International Air**

**International Air Transport Association
(IATA)**

Dangerous Goods Regulations (DGR)



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MODULE PURPOSE

- **To learn why and how to complete documentation required for shipping an infectious substance by international air according to the IATA DGR.**

MODULE OBJECTIVES

Objectives: At the end of this session, you will be able to:

- 1) Explain the role of each of the individuals whose names and contact information appears on the Shippers Declaration for Dangerous Goods form;**
- 2) Explain the implications of the warning and the declaration on the form;**
- 3) Correctly fill out the Shippers Declaration form.**



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The Shipper's Declaration must be used for international air shipment of infectious substances

SHIPPER'S DECLARATION FOR DANGEROUS GOODS

Shipper: _____ Air Waybill No. _____
Page ____ of ____ Pages
Shippers Reference Number (optional) _____

Consignee: _____

Name and Number of Person Responsible for class 6.2 shipment: _____

Two completed and signed copies of this Declaration must be handed to the operator.

TRANSPORT DETAILS

This shipment is within the limitations prescribed for: (delete non-applicable)

Passenger and Cargo Aircraft Only: Cargo Aircraft Only:

Airport of Departure: _____ Airport of Destination: _____

WARNING: Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties. This Declaration must not, in any circumstances, be completed and/or signed by a consolidator, a forwarder or an IATA cargo agent.

Shipment type: (delete non-applicable) NON-RADIOACTIVE RADIOACTIVE

NATURE AND QUANTITY OF DANGEROUS GOODS

Dangerous Goods Identification						
UN ID No.	Proper Shipping Name	Class or Division (Subsidiary risk)	Packing Group	Quantity and type of Packing	Packing Inst.	Authorization
UN2814	Infectious substance, affecting humans ()	6.2		mL	602	
UN1845	Dry Ice	9	III	kg ALL Packed in one fibreboard box	904	

Additional Handling Information

24-hour Emergency contact: _____

I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/ placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations.
I declare that all of the applicable air transport requirements have been met.

Name/Title of Signatory: _____
Place and Date: _____
Signature (see warning above): _____



When filling out the Shipper's Declaration for Dangerous Goods Remember:

- It is very important to fill out the form correctly
- Make sure it is complete and accurate
- Put the correct information in each blank
- The form must be completed in **English**
- The form must be signed and dated
- **Two** completed and signed copies of the Shipper's Declaration must be handed to the operator
- **One** copy must be kept in the Shipper's file for at least 3 months



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1) Shipper

2) Consignee

3) Page

SHIPPER'S DECLARATION FOR DANGEROUS GOODS

Shipper _____ Air Waybill No. _____
Page ___ of ___ Pages
Shipper's Reference Number (optional) _____

Consignee _____
Name and Number of Person Responsible for class 6.2 shipment _____

SAFARIPAK
A Cantel Medical Company

TRANSPORT DETAILS
This shipment is within the limitations prescribed for: (delete non-applicable)
PASSENGER AND CARGO AIRCRAFT CARGO AIRCRAFT ONLY Airport of Departure _____
Airport of Destination _____

WARNING
Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in violation of the applicable law, subject to local laws. This Declaration must not, in any circumstances, be completed and/or signed by a consolidator, a forwarder or an IATA cargo agent.

Shipment type: (delete non-applicable)
 NON-RADIOACTIVE RADIOACTIVE

NATURE AND QUANTITY OF DANGEROUS GOODS

Dangerous Goods Identification						
UN or ID No.	Proper Shipping Name	Class or Division (Subsidiary risk)	Packing Group	Quantity and type of Packing	Packing Inst.	Authorization
UN2814	Infectious substance, affecting humans ()	6.2		mL	602	
UN1845	Dry Ice	9	III	kg ALL Packed in one fibreboard box	904	

Additional Handling Information
24-hour Emergency contact _____

I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations.
I declare that all of the applicable air transport requirements have been met.

Name/Title of Signatory _____
Place and Date _____
Signature (see warning above) _____



Completing the Shipper's Declaration for Dangerous Goods

1) Shipper – the person who classifies, packs, labels and documents an international air shipment, must:

- Provide complete name and address
- Phone number is not required but recommended

2) Consignee – the person who is responsible for receiving the shipment of samples

- Provide complete name and address
- Provide name and phone number of person who will be receiving the samples

3) Page # -- Fill in the page number and number of pages - most of the time it will be Page 1 of 1 Pages



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4) Transport Details

5) UN ID

SHIPPER'S DECLARATION FOR DANGEROUS GOODS

Shipper: _____ Air Waybill No. _____
Page ___ of ___ Pages
Shipper's Reference Number (optional) _____

Consignee: _____

Name and Number of Person Responsible for class 6.2 shipment: _____

TRANSPORT DETAILS
This shipment is within the limitations prescribed for: (delete non-applicable)
PASSENGER AND CARGO AIRCRAFT CARGO AIRCRAFT ONLY Airport of Departure: _____
Airport of Destination: _____

WARNING
Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties. This Declaration must not, in any circumstances, be completed and/or signed by a consolidator, a forwarder or an IATA cargo agent.

Shipment type: (delete non-applicable)
 NON-RADIOACTIVE RADIOACTIVE

NATURE AND QUANTITY OF DANGEROUS GOODS

UN ID No.	Proper Shipping Name	Class or Division (subsidiary risk)	Packing Group	Quantity and type of Packing	Packing Inst.	Authorization
UN2814	Infectious substance, Affecting humans	6.2		mL	602	
UN1845	Dry Ice	9	III	kg ALL Packed in one fibreboard box	904	

Additional Handling Information
24-hour Emergency contact: _____

6) Shipping Name

I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations.
I declare that all of the applicable air transport requirements have been met.

Name/Title of Signatory _____
Place and Date _____
Signature (see warning above) _____

7) Class/ Division



Completing the Shipper's Declaration for Dangerous Goods

4) Transport Details:

- If you are shipping in a cargo aircraft, strike out the box titled “PASSENGER AND CARGO AIRCRAFT”
- If you are shipping by passenger aircraft, strike out the box titled “CARGO AIRCRAFT ONLY”
- Write the full name of the departure airport in the box titled “Airport of Departure”

5) UN or ID number: put the UN number here

6) Proper Shipping Name – see table

- Write Highly Pathogenic Avian Influenza Virus in ()

7) Class or Division (Subsidiary risk)

- Infectious substance – 6.2



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SHIPPER'S DECLARATION FOR DANGEROUS GOODS

Shipper: _____ Air Waybill No. _____
Page ___ of ___ Pages
Shipper's Reference Number (optional) _____

Consignee: _____
SAF-PAK
A Cantel Medical Company

Name and Number of Person Responsible for class 6.2 shipment: _____
Two completed and signed copies of this Declaration must be handed to the operator.

TRANSPORT DETAILS
This shipment is within the limitations prescribed for: (delete non-applicable)
PASSENGER AND CARGO AIRCRAFT CARGO AIRCRAFT ONLY Airport of Departure: _____
Airport of Destination: _____

WARNING
Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties. This Declaration must not, in any circumstances, be completed and/or signed by a consolidator, a forwarder or an IATA cargo agent.

Shipment type: (delete non-applicable)
 NON-RADIOACTIVE RADIOACTIVE

NATURE AND QUANTITY OF DANGEROUS GOODS
Dangerous Goods Identification

UN or ID No.	Proper Shipping Name	Class or Division (Subsidiary risk)	Packing Group	Quantity and type of Packing	Packing Inst.	Authorization
UN2814	Infectious substance, affecting humans ()	6.2		mL	602	
UN1845	Dry Ice	9	III	kg ALL Packed in one foreboard box	904	

Additional Handling Information
24-hour Emergency contact: _____

I hereby declare that the information provided is true, complete, and accurately described above by the proper shipping name, hazard class, hazard label, hazard placard, and are in all respects in proper condition for transport according to applicable international and national governmental regulations.
I declare that all applicable transport requirements have been met.

Name/Title of Signatory: _____
Place and Date: _____
Signature (see warning above): _____

8) Packing Group

9) Quantity

10) Packing Instr.



Completing the Shipper's Declaration for Dangerous Goods

If just shipping infectious materials:

8) Packing Group:

- Leave blank for infectious substances

9) Quantity – put the exact quantity there

10) Packing Instructions (Packing Inst.):

- **Category A** – you must follow Packing Instruction 602
- **Category B** – you must follow Packing Instruction 650
- **Exempt Patient Specimens** – use same instructions as for Category B
- If you do not use Dry Ice, strike out the line on the form



Completing the Shipper's Declaration for Dangerous Goods

If you use Dry Ice

- 7) **Class** is listed as **9**
- 8) **Packing Group** is **III**
- 9) **Quantity** must be listed as the amount of **kg** that you put in the container
- 10) **Packing Inst** is listed as **904**



Limits on Quantities Shipped

UN Number	Proper shipping name	Class	Maximum Passenger Aircraft	Maximum Cargo Aircraft
2900	Infectious substance, affecting animals only	6.2	50 mL for liquids	4 L
2900	Infectious substance, affecting animals only	6.2	50 g for solids	4 kg
2814	Infectious substance, affecting humans	6.2	50 mL for liquids	4 L
2814	Infectious substance, affecting humans	6.2	50 g for solids	4 kg



Completing the Shipper's Declaration for Dangerous Goods

Cargo Planes:

- Note that there are different limitations on the amount of substances that can be shipped in air passenger and air cargo airplanes.
- You can ship a larger amount by cargo



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Take note of the **WARNING!**

The person who signs the Shipper's Declaration is subject to the Warning stated on the Declaration form.

SHIPPER'S DECLARATION FOR DANGEROUS GOODS

Shipper: _____ Air Waybill No. _____
Page ___ of ___ Pages
Shipper's Reference Number (optional) _____

Consignee: _____

Name and Number of Person Responsible for class 6.2 shipment: _____

Two completed and signed copies of this Declaration must be handed to the operator.

TRANSPORT DETAILS

This shipment is within the limitations prescribed for: Airport of Departure

PASSENGER AND CARGO AIRCRAFT CARGO AIRCRAFT ONLY

Airport of Destination: _____

WARNING
Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties. This Declaration must not, in any circumstances, be completed and/or signed by a consolidator, a forwarder or an IATA cargo agent.

Shipment type: (delete non-applicable)
 NON-RADIOACTIVE RADIOACTIVE

SAFOPAK
A Cantel Medical Company

NATURE AND QUANTITY OF DANGEROUS GOODS

UN or ID No.	Proper Shipping Name	Class or Division (Subsidiary risk)	Packing Group	Quantity and type of Packing	Packing Inst.	Authorization
UN2814	Infectious substance, affecting humans ()	6.2		mL	602	
UN1845	Dry Ice	9	III	kg ALL Packed in one fibreboard box	904	

Additional Handling Information
24-hour Emergency contact _____

I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations.
I declare that all of the applicable air transport requirements have been met.

Name/Title of Signatory _____
Place and Date _____
Signature (see warning above) _____



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SHIPPER'S DECLARATION FOR DANGEROUS GOODS

Shipper: _____ Air Waybill No. _____
Page ____ of ____ Pages
Shipper's Reference Number (optional) _____

Consignee: _____

Name and Number of Person Responsible for class 6.2 shipment: _____

SAFOPAK
A Cantel Medical Company

Two completed and signed copies of this Declaration must be handed to the operator.

TRANSPORT DETAILS

This shipment is within the limitations prescribed for: (delete non-applicable) PASSENGER AND CARGO AIRCRAFT CARGO AIRCRAFT ONLY

Airport of Departure: _____

WARNING: Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties. This Declaration must not, in any circumstances, be completed and/or signed by a consolidator, a forwarder or an IATA cargo agent.

Shipment type: (delete non-applicable) NON-RADIOACTIVE RADIOACTIVE

Airport of Destination: _____

NATURE AND QUANTITY OF DANGEROUS GOODS

UN or ID No.	Proper Shipping Name	Class or Division (Subsidiary risk)	Packing Group	Quantity and type of Packing	Packing Inst.	Authorization
UN2814	Infectious substance, affecting humans ()	6.2		mL	602	
UN1845	Dry Ice	9	III	kg ALL Packed in one fibreboard box	904	

Additional Handling Information

24-hour Emergency contact: _____

I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations.
I declare that all of the applicable air transport requirements have been met.*

Name/Title of Signatory _____
Place and Date _____
Signature (see warning above) _____

Fill in the 24 Hour emergency contact's full name and phone number

The person whose name and telephone number you provide as the Emergency Contact for the shipment **must be available and able to be contacted 24 hours** a day until the shipment is received by the consignee.



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SHIPPER'S DECLARATION FOR DANGEROUS GOODS

Shipper	Air Waybill No. Page ___ of ___ Pages Shipper's Reference Number <i>(optional)</i>					
Consignee	 SAFOPAK A Cantel Medical Company					
Name and Number of Person Responsible for class 6.2 shipment	WARNING Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties. This Declaration must not, in any circumstances, be completed and/or signed by a consolidator, a forwarder or an IATA cargo agent.					
TRANSPORT DETAILS Two completed and signed copies of this Declaration must be handed to the operator. This shipment is within the limitations prescribed for: <i>(delete non-applicable)</i> Airport of Departure	Ship type: <i>(delete non-applicable)</i> <input type="checkbox"/> NON-RADIOACTIVE <input type="checkbox"/> RADIOACTIVE					
Airport of Destination						
NATURE AND QUANTITY OF DANGEROUS GOODS						
Dangerous Goods Identification						
UN or ID No.	Proper Shipping Name	Class or Division (Subsidiary risk)	Packing Group	Quantity and type of Packing	Packing Inst.	Authorization
UN2814	Infectious substance, affecting humans	6.2		mL	602	
UN1845	Dry Ice	9	III	kg ALL Packed in one fibreboard box	904	
Additional Handling Information 24-hour Emergency contact _____						
I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. *I declare that all of the applicable air transport requirements have been met.*				Name/Title of Signatory Place and Date Signature <i>(see warning above)</i>		

Don't forget to **date** and **sign** the Declaration form!



Important to Note

- The Shipper must make **advanced arrangements** with the consignee and operator to ensure that the shipment can be transported and delivered without unnecessary delays.



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IATA DGR Packing

**Shipping Avian Influenza Samples by
International Air**

**International Air Transport Association
(IATA)**

Dangerous Goods Regulations (DGR)



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PURPOSE

To learn why and how to pack an infectious substance for shipment by international air according to the IATA DGR.

OBJECTIVES

At the end of this session, you will be able to:

- 1) Explain the components of packing materials and the sequence to follow in packing a Category A infectious substance;
- 2) Explain why and how to use dry ice, wet ice or cold packs for the shipment;
- 3) Correctly pack an infectious substance for shipment by international air.



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Category A, B and Exempt Packing Requirements

- Must use Packing Instructions (PI) 602 for Category A and PI 650 for Category B in the DGR
- Must have Triple Packaging
 - 1st Package: Biohazard Bag—Watertight primary receptacle
 - 2nd Package: Tyvek Envelope—Watertight secondary packaging
 - 3rd Package: SAF-T-PAK—Rigid outer packing, shipping box

Packing requirements for Categories A, B and Exempt are the same; however, labeling requirements for the outer-packaging of each of these substances are different.



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1st Package: Biohazard Bag

- Place swabs, tissue, or media with swabs in this bag.
- Place absorbent pad also into the Biohazard Bag.
- Seal the bag.
- Put the bag in the Tyvek envelope.

There must be absorbent material between 1st and 2nd Package





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2nd Package: Tyvek Envelope

List the contents on the outside of this envelope.

Then, put the sealed Biohazard Bag into the Tyvek Envelope.

Seal the Tyvek Envelope

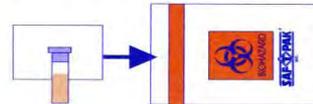
There must be an itemized list of contents between 2nd and 3rd Package



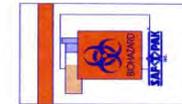
DuPont™
Tyvek®
Protect What's Outside.™

Instructions

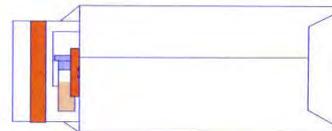
1. Place specimen and absorbent into STP-711.



2. Follow instructions on STP-711 to properly seal it.



3. Place STP-711 into the STP-710.



4. Seal the STP-710.



5. Write "Itemized List" on STP-710 along with any special instructions.

Itemized List of Contents & Special handling Instructions

+ (780) 486-0211
1-800-814-7484
Fax: + (780) 486-0235
www.saftpak.com

Reorder Part Number STP-710

SAFTPAK®
INC.



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3rd Package: SAF-T-PAK

You should only use containers that meet IATA specifications, like the ones produced by SAF-T-PAK





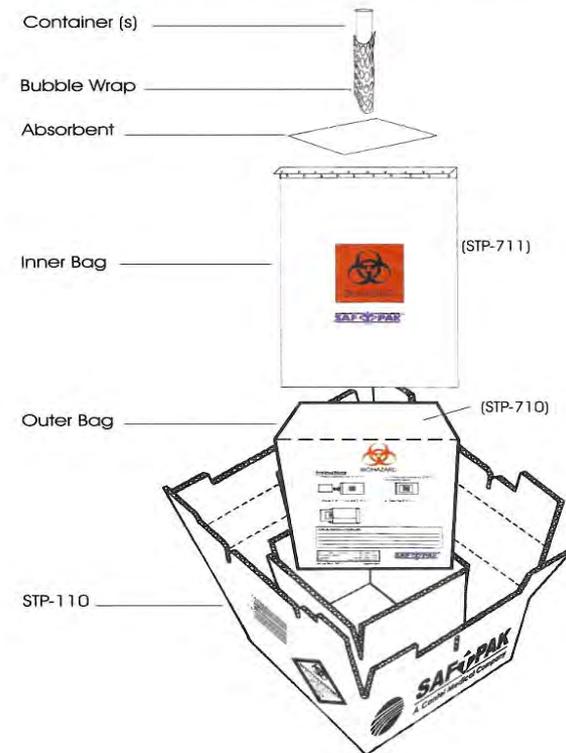
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How to Pack the Shipping Box

1. Put samples and absorbent pads inside of biohazard bag (inner bag)
2. Seal the biohazard bag
3. Put biohazard bag into Tyvek envelope (outer bag)
4. Seal the Tyvek envelope
5. Put Tyvek envelope into center compartment of the cardboard box.
6. Add cold pack if necessary
7. Seal the outside container

How to Pack - Packing Instruction 602



STP-110



Maximum Quantities of Packages

Maximum quantity of infectious substance in the package being shipped cannot exceed:

- Category A:
 - 50 ml or 50 gm when transported in a passenger plane
 - 4 liters or 4 kg when transported by cargo plane
- Category B/ Exempt:
 - 4 liters if liquid specimens. This quantity excludes ice, dry ice, or liquid nitrogen when used to keep specimens cold
 - 4 kg if solid specimens



Shipping Avian Influenza Samples

Note:

- Category A Infectious Substances are **not** permitted for transport in carry-on or checked baggage and **must not** be carried on a person.
- If shipping by air, either the Primary or Secondary Packaging Containers must be capable of withstanding a pressure of 95kPA in the range of -40° C to +55° C



Ice Packing

Dry ice is a hazard!

- Explosion hazard - make sure that the container is packed to allow gas to escape
- Suffocation hazard
- Contact hazard
- Shipments containing dry ice **must be** packed according to IATA Packing Instruction 904 Class 9 “Miscellaneous” label for dry ice



Ice Packing (continued)

If you use Dry Ice

- You must label the container appropriately
- You must list it on the Shipper's Document
- Dry ice is assigned **UN 1845**
- **Specimen Name** is listed as **Dry Ice**



Ice Packing (continued)

If you use wet ice

- As ice melts, it should not be able to wet other items within the container!
- It can be placed next to the Tyvek envelope or next to the outside container.
- It must be contained and sealed so it does not leak when it melts.



Ice Packing (continued)

If you use cold packs

- They can be placed next to the Tyvek envelope or next to the outside container
- The gel from the cold packs should not be able to leak on to other items



Questions?



Team Challenge 3: Wheel of Fortune

- Teams will volunteer to “spin” the wheel
- The “spinner” will land on numbers 1-8
- Whatever number the spinner lands on, will determine your point value (i.e. If the spinner lands on 2, your answer will be worth 2 points). Higher numbers have higher difficulty.
- Each group will get 120 seconds to answer the questions
- Each group will get the opportunity to “spin” twice. If you answer the question incorrectly, you will loose those points
- You may NOT use your workbook to find answers



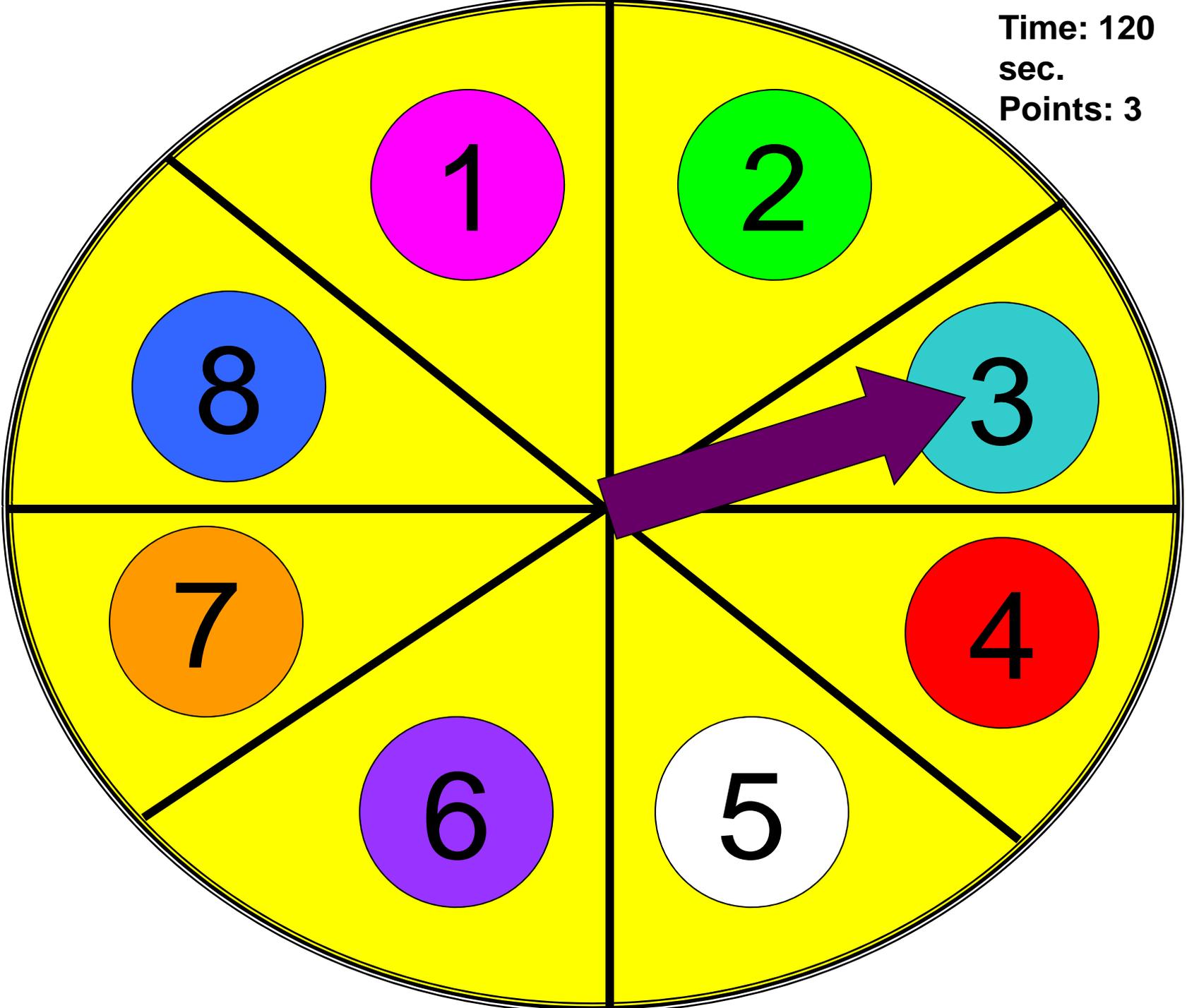
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**Which group wants to
take the 1st spin?**

SPIN

Time: 120
sec.
Points: 3



1

2

3

4

5

6

7

8



Question: 3

Packages containing Category A infectious substances must have primary and secondary packaging that can withstand an internal pressure of at least:

- A) 65kPA
- B) 23kPA
- C) 95kPA
- D) 50kPA



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Answer: 3

C) 95kPA



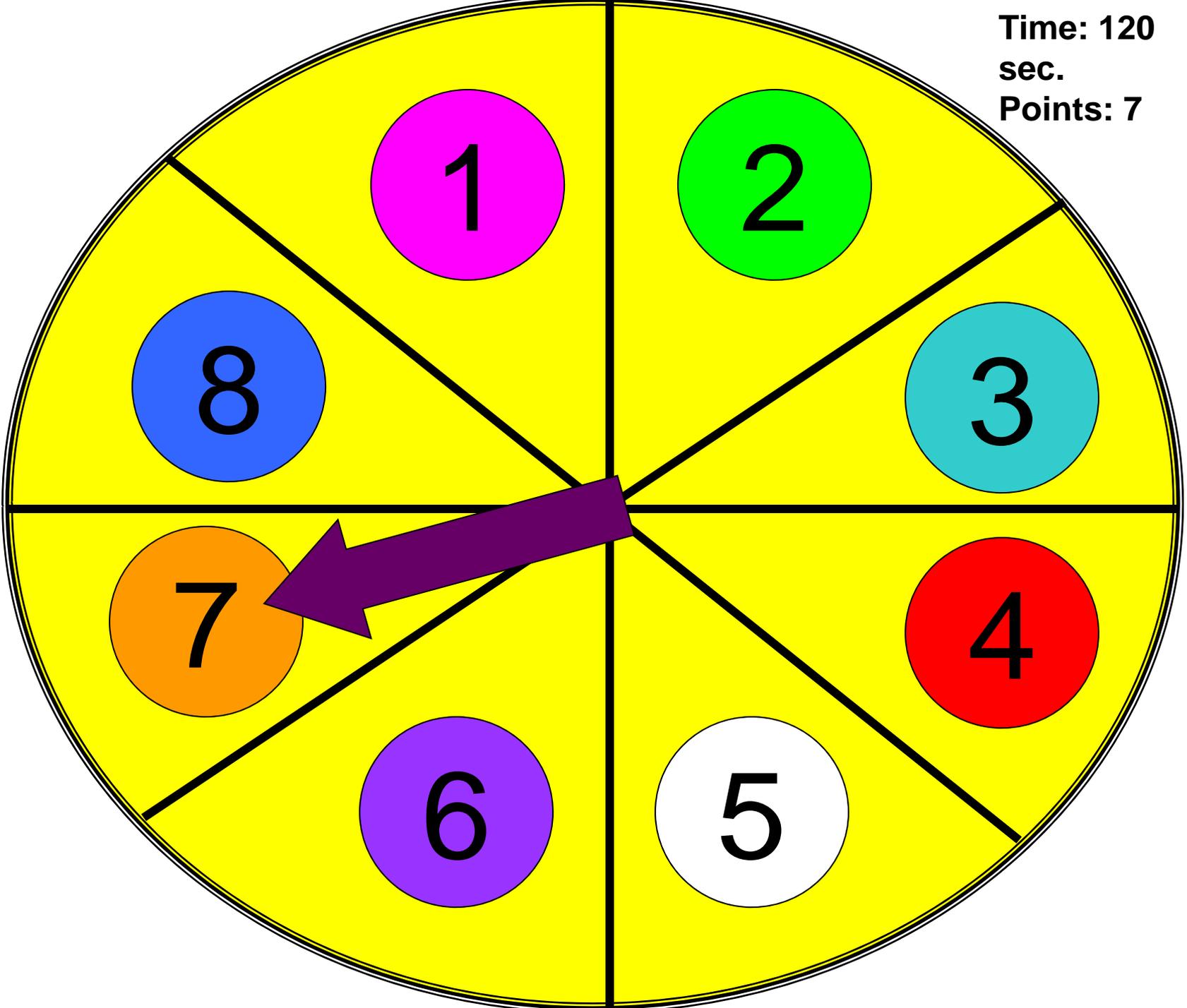
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**Which group wants to
take the 2nd spin?**

SPIN

Time: 120
sec.
Points: 7



1

2

3

4

5

6

7

8



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Question: 7

How do you properly pack a biohazard bag?/What are the steps?



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Answer: 7

- Place swabs, tissue, or media with swabs in this bag.
- Place absorbent pad also into the Biohazard Bag.
- Seal the bag.



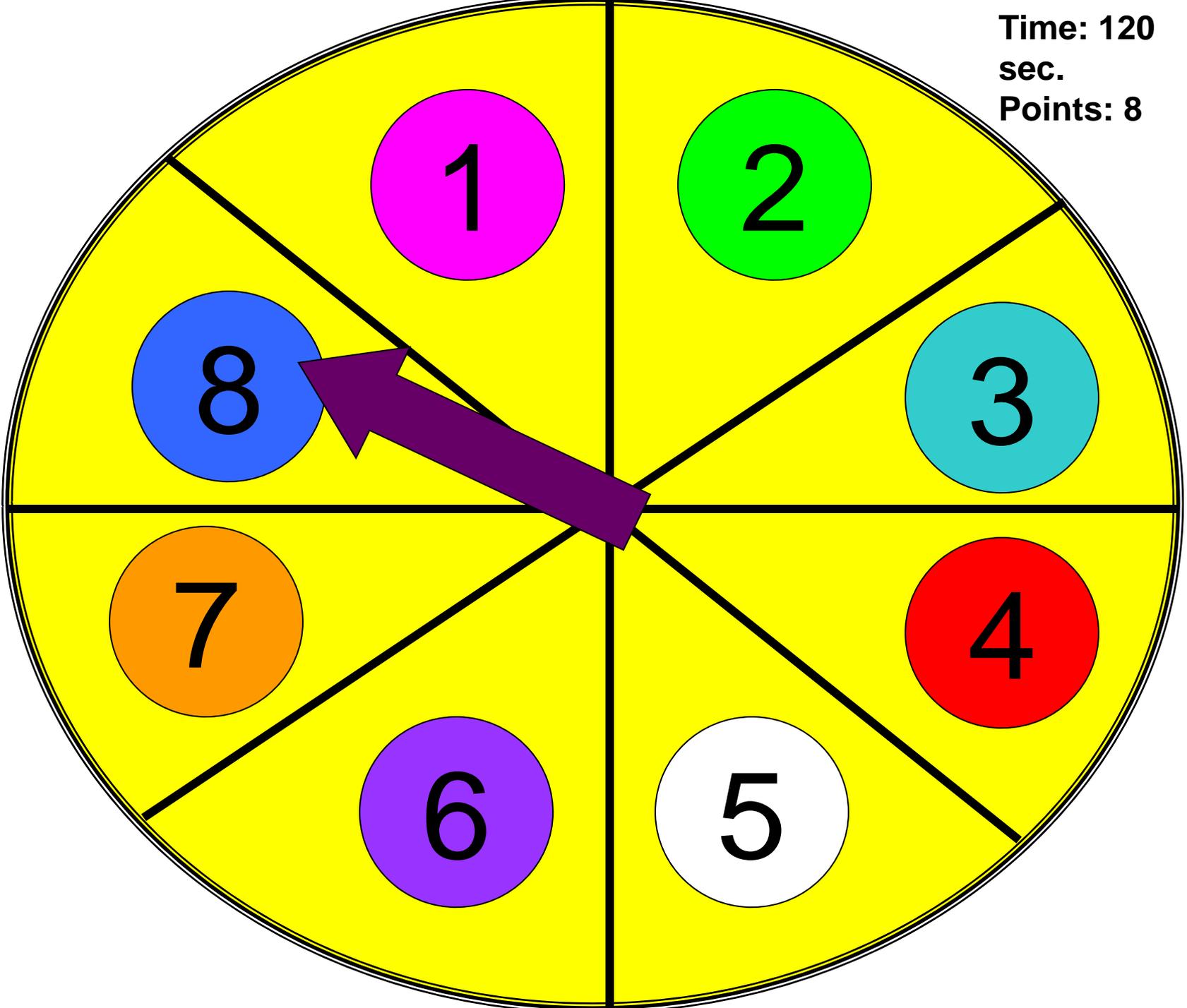
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**Which group wants to
take the 3rd spin?**

SPIN

Time: 120
sec.
Points: 8





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Question: 8

A) What must be placed between the biohazard bag and the Tyvek envelope? B) What must be placed between the Tyvek envelope and the SAF-T-PAK?

A) _____

B) _____



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Answer: 8

A) Absorbent material

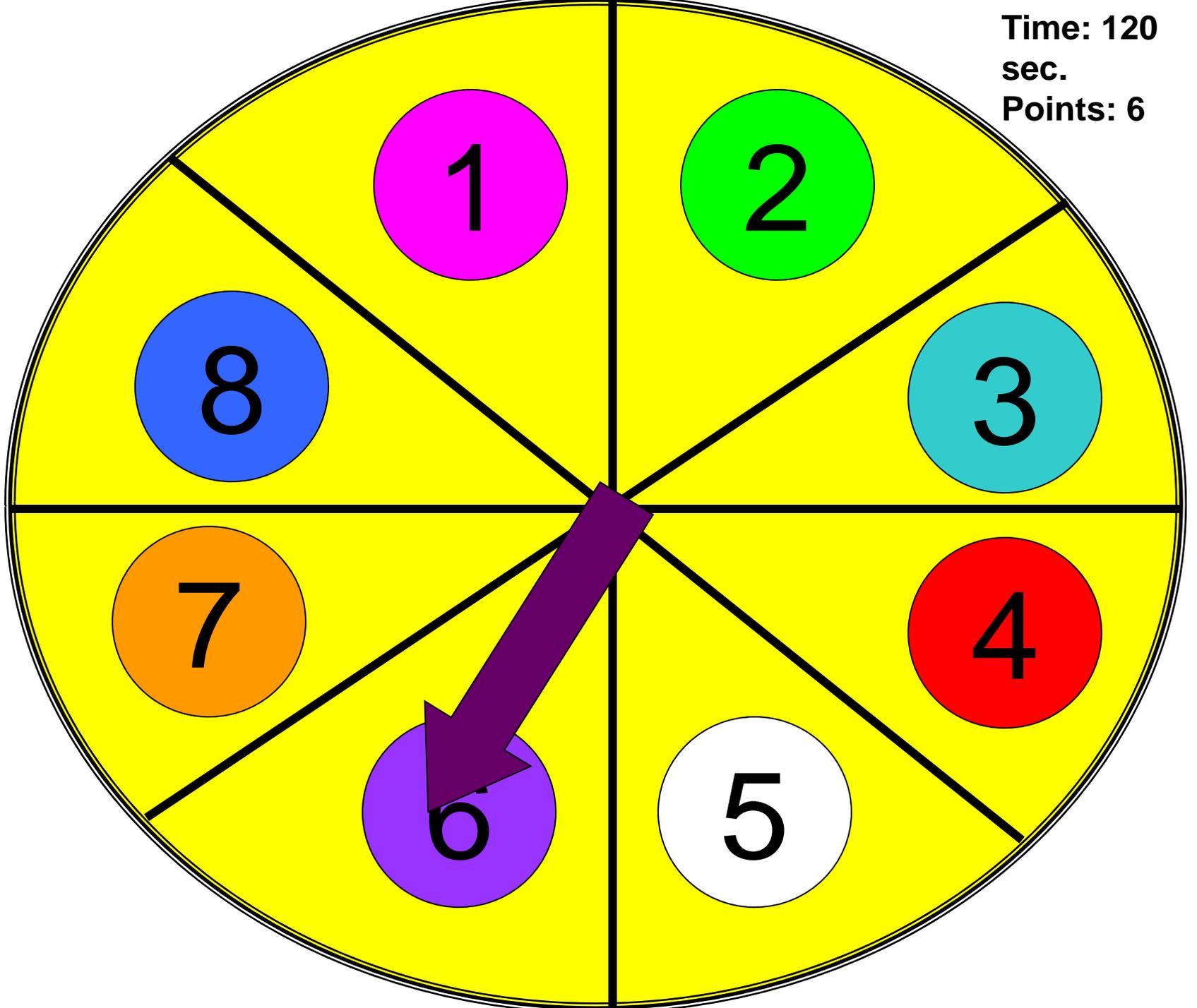
B) Itemized list of contents



**Which group wants to
take the 4th
question?**

SPIN

Time: 120
sec.
Points: 6





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Question: 6

Packing Instruction 904 is used with what kind of package?

- A) Category A substance alone
- B) Category B substance alone
- C) Exempt category alone
- D) Any infectious substance with dry ice



Answer: 6

**D) ANY INFECTIOUS
SUBSTANCE WITH DRY ICE**

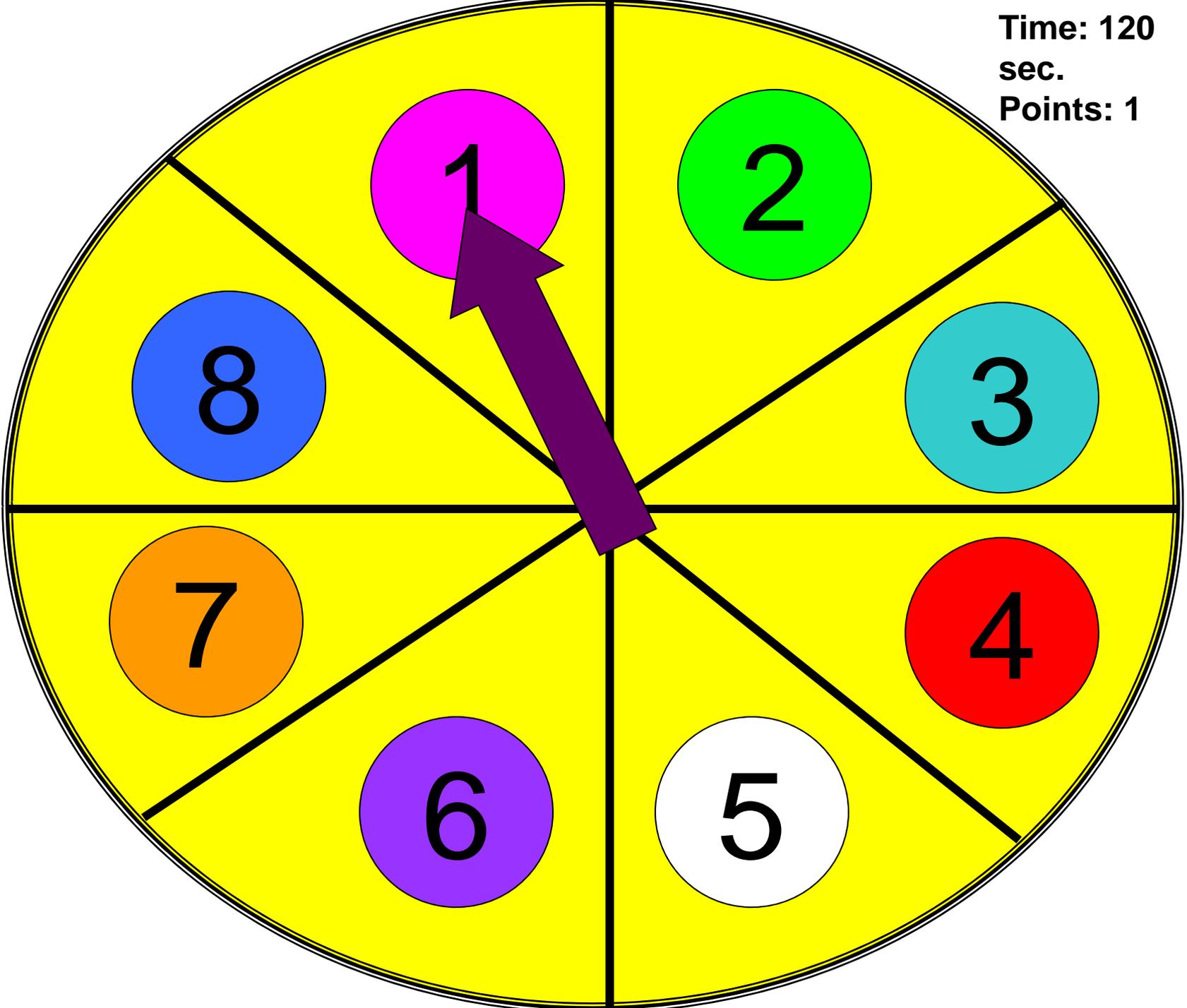


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**Which group wants to
take the 5th spin?**

SPIN

Time: 120
sec.
Points: 1





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Question: 1

Category A, B and Exempt packing
require _____ packing?

A) Single

B) Double

C) Triple

D) Quadruple



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Answer: 1

C) TRIPLE



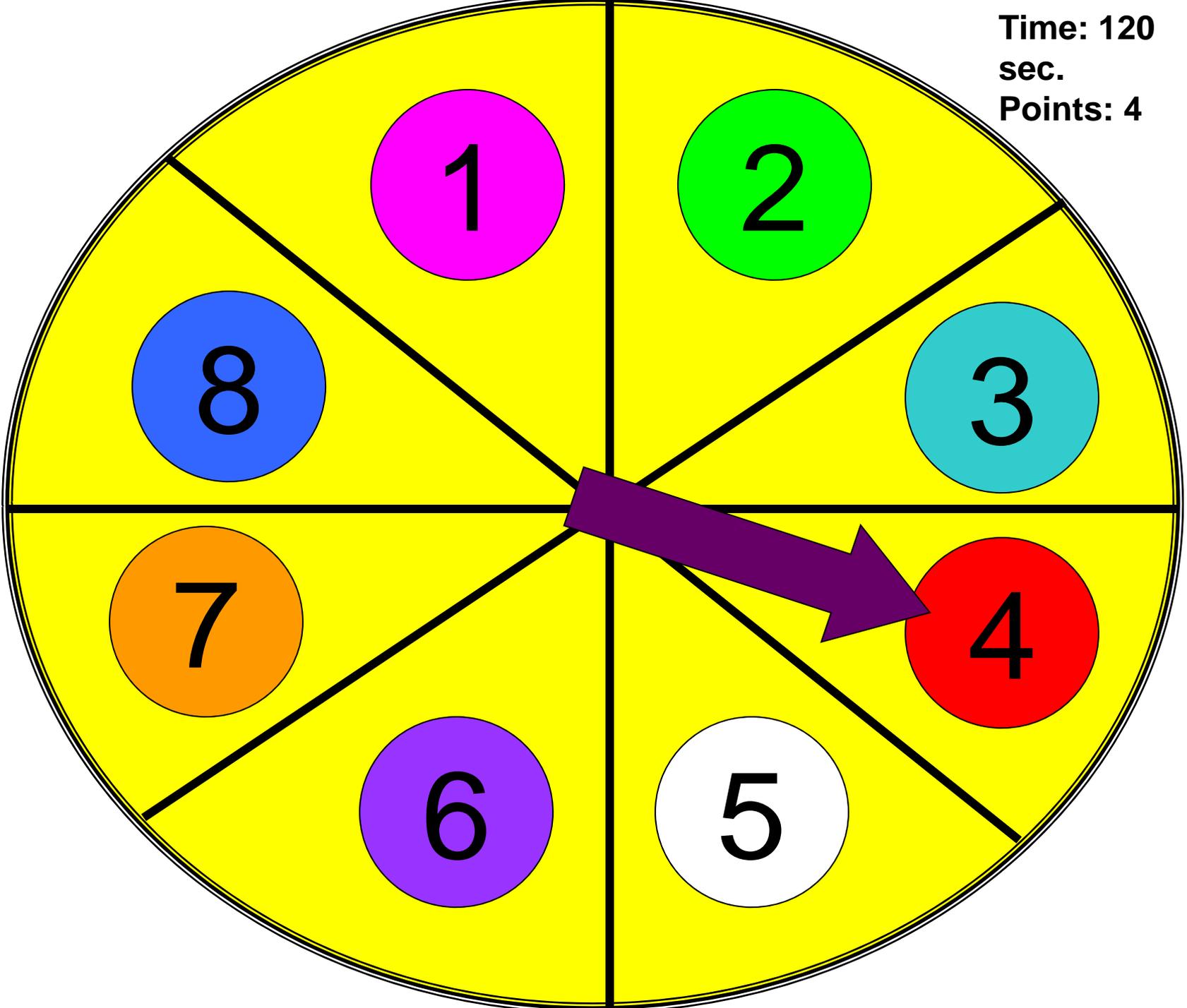
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**Which group wants to
take the 6th spin?**

SPIN

Time: 120
sec.
Points: 4





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Question: 4

When shipping Category A infectious materials by air, you must use IATA packing instructions 650.

A) TRUE

B) FALSE



Answer: 4

FALSE: YOU MUST USE PI 602

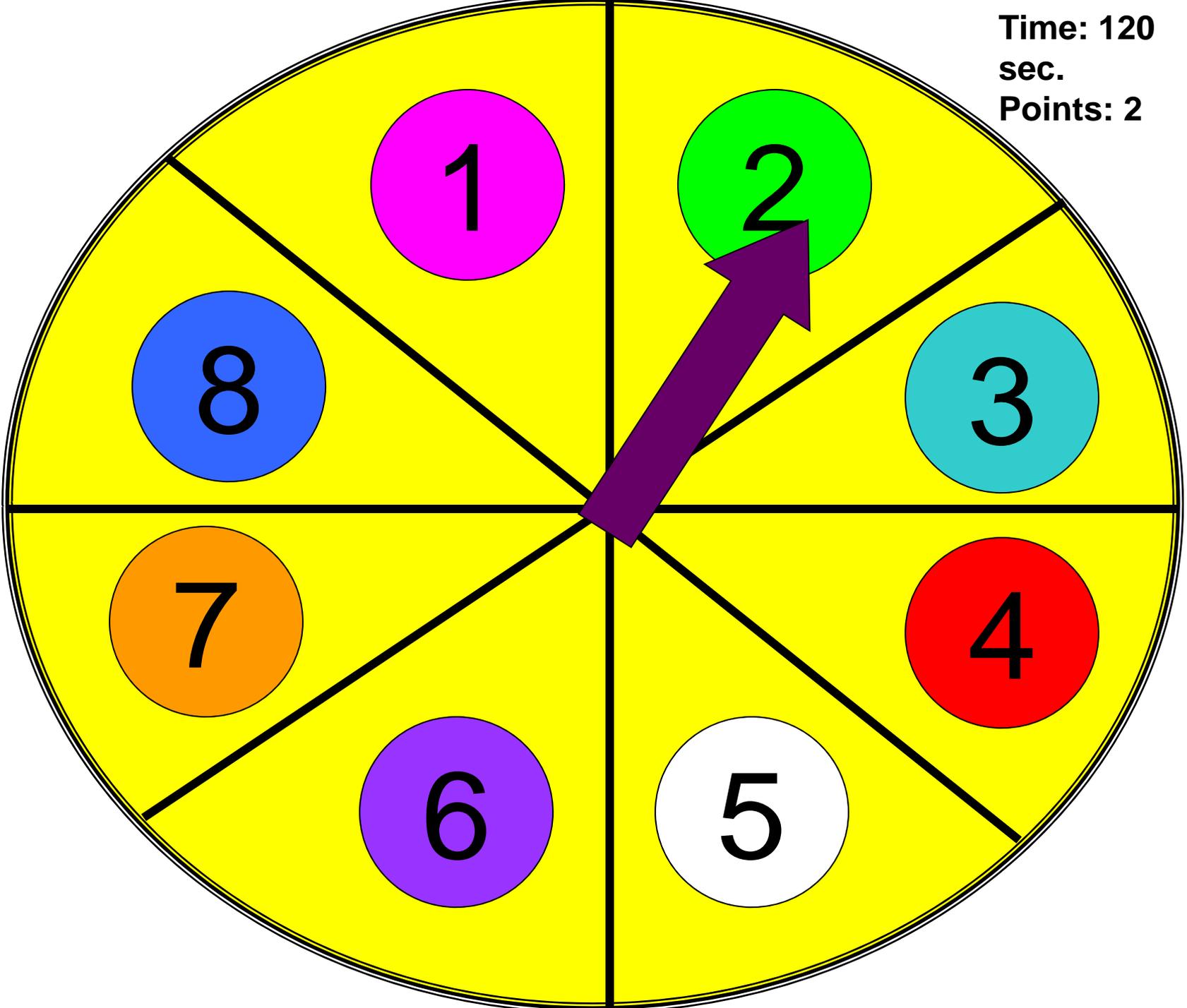


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**Which group wants to
take the 7th spin?**

SPIN

Time: 120
sec.
Points: 2





Question: 2

Dry ice must be sealed tightly so that the carbon dioxide cannot vent to the outside.

- A) TRUE
- B) FALSE



Answer: 2

B) FALSE: Dry ice must not be sealed tightly so that it allows the carbon dioxide gas to escape to the outside



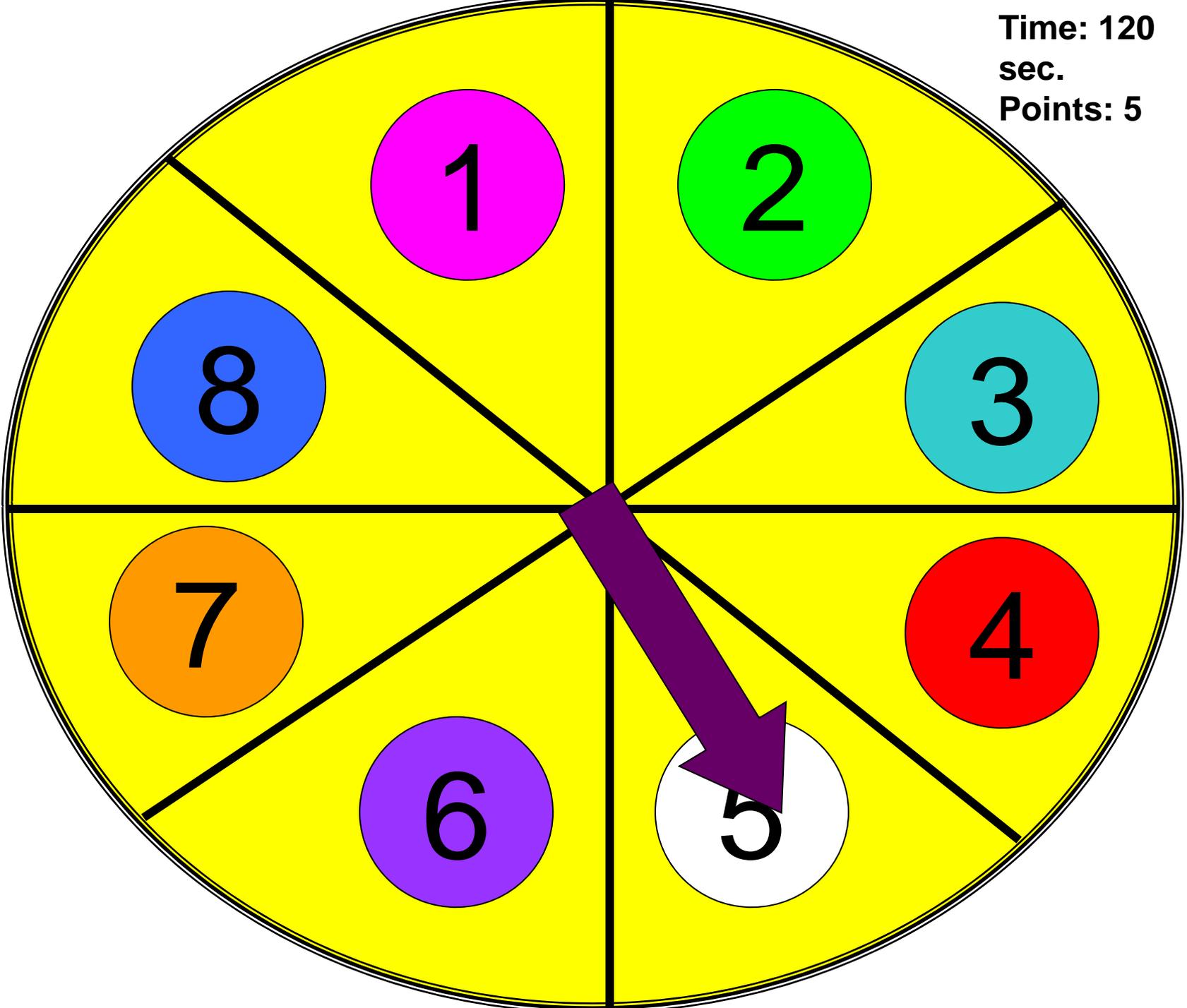
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**Which group wants to
take the 8th spin?**

SPIN

Time: 120
sec.
Points: 5





Question: 5

The maximum amount of material you can ship in a Category A package being transported in a passenger aircraft is 70 ml.

- A) True
- B) False



Answer: 5

B) False: The maximum amount of material on a passenger aircraft is 50 ml.



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IATA DGR Labeling

**Shipping Avian Influenza Samples by
International Air**

**International Air Transport Association
(IATA)**

Dangerous Goods Regulations (DGR)



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PURPOSE

To learn why and how to label a package that contains an infectious substance for shipment by international air according to the IATA DGR.

OBJECTIVES

At the end of this session, you will be able to:

- 1) Explain the labels and markings that must appear on the outer package of an infectious substance being shipped by international air;
- 2) Explain how to choose and correctly place the labels required;
- 3) Correctly label a package for shipment by international air.



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Each package containing dangerous goods must be labeled durably and legibly for international shipment

Example of a package used for shipment of a **Category A Infectious Substance**



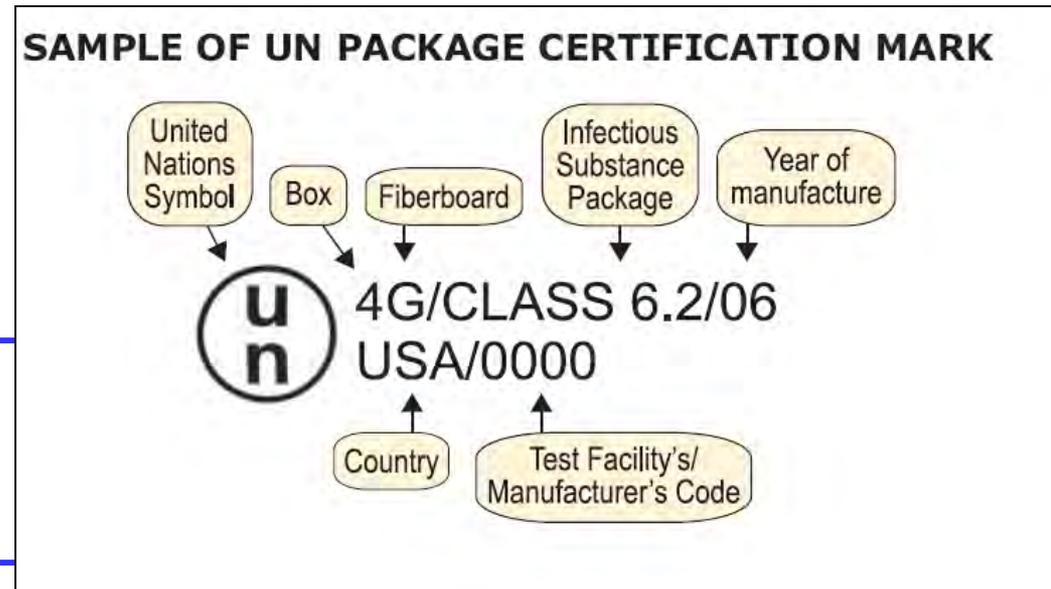
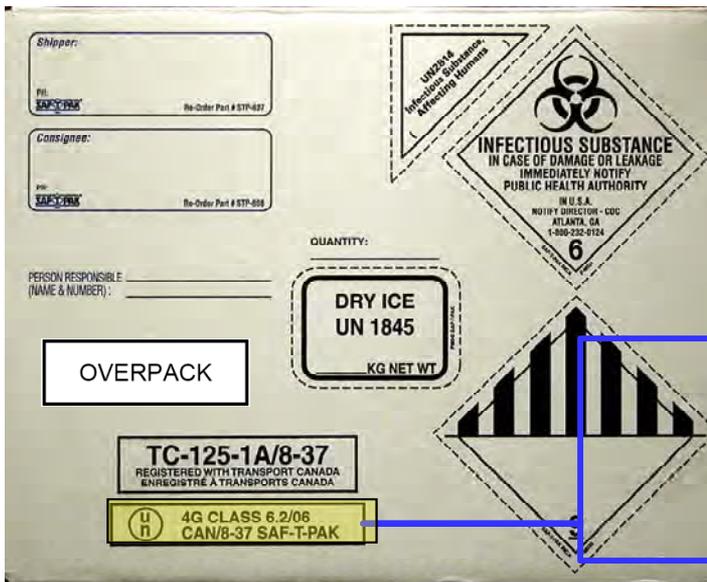


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The outside of all boxes **must** have:

- UN Package Certification/ Specification Mark



• This is not a label but marking on the box printed by the box manufacturer



The outside of all boxes **must** have:

- Class 6 “Infectious Substance” Label



- *Place the label in the upper right quadrant of the box*
- *The label must be 10 cm square*



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The outside of all boxes **must** have:

- The total quantity of infectious substance shipped in the box



Quantity _____ ml/gm

- ***Place adjacent (left) to Class 6 Infectious Substance label***

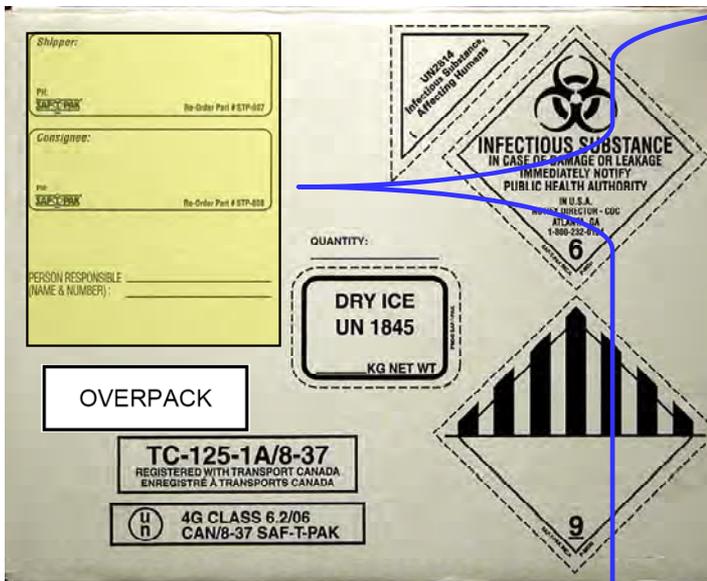


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The outside of all boxes **must** have:

- The address and phone number of shipper, consignee and emergency contact



Sender: _____

Ph: _____

Place in upper left hand quadrant of box

Consignee: _____

PH: _____
SAF-T-PAK
Re-Order Part # STP-808

Place below sender label in upper left hand quadrant of box.

Person Responsible
NAME: _____
PHONE: _____

Emergency contact – must be available 24 hours a day until the shipment is received by the consignee



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The outside of all boxes **must** have:

- The proper UN classification number and scientifically recognized shipping name



UN 2814
Infectious Substance,
Affecting **Humans**
(Highly Pathogenic Avian Influenza Virus)

UN 2900
Infectious Substance,
Affecting **Animals**
(Foot and Mouth Virus)

- **Place adjacent (left) to Class 6 Infectious Substance label**



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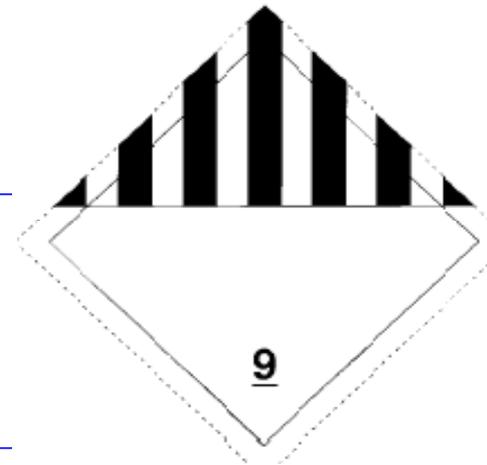
The outside of dry ice boxes **must** have:

- Dry Ice label and Class 9 “Miscellaneous” label for dry ice



Quantity (in kg) of Dry Ice must be written on label. Place adjacent to the Class 9 label.

Place in upper right quadrant of box. Label must be 4" square.





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Boxes with 'Over Pack' containers **must** have:

- A clearly visible Over Pack label



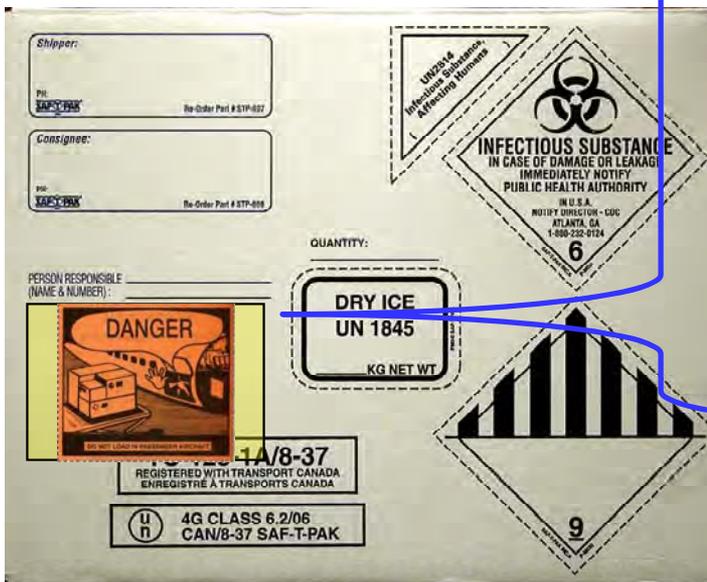
For convenience and lower costs, one or more complete packages may be shipped in a single box (an “overpack”)



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Boxes that must be shipped by cargo aircraft **must** have:

- The “DANGER” Do Not Load in Passenger Aircraft label



These substances are outlined in the IATA Dangerous Goods Regulations



Additional Labeling



Manufacturer of the box and packing material

Box Part number

Up Arrows located on both ends



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QUESTIONS?



Team Challenge 4: Labeling

- Each team will receive a piece of card board representing a package. Teams must decide how to label and then draw the labels on the package based on the scenario given:
 - Team 1)** You are shipping a substance known to affect both humans and animals by cargo aircraft
 - Team 2)** You are shipping a Category B substance with cold packs
 - Team 3)** You are shipping an Exempt Specimen by passenger plane
 - Team 4)** You are shipping a Category B substance on dry ice
- Each team that labels their package 100% correctly will receive 20 points towards their overall total. Each incorrect label will cause 5 points to be deducted from your score.



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DEMONSTRATING KNOWLEDGE

**Shipping Avian Influenza Samples by
International Air**

**International Air Transport Association
(IATA)**

Dangerous Goods Regulations (DGR)



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PURPOSE

To demonstrate by correctly completing a practical exercise knowledge, of how to correctly classify, document, pack, and label an infectious substance for shipment by international air.

OBJECTIVES

At the end of this session, you will be able to:

- 1) Make correct decisions and perform applicable procedures related to classification, documentation, packaging and labeling;
- 2) Use your materials as reference to find the information you need;
- 3) Explain what is required to prepare a package for shipment.



Team Challenge 5: Practical Experience

- Each team will receive a complete set of labels, packing materials, blank document forms and a 'specimens' to pack.
- Your team must completely pack and label the box and complete all documentation to the satisfaction of the shipping company representative (i.e. your facilitators)
- We are looking for accuracy and not speed!
- You will have 45 minutes to complete this task
- You may use your workbook for this task
- The team that finishes the task most comprehensively, will earn 35 points. All other teams will receive 15 points.



Practical Exercise

- How was the experience of completing all the tasks (classification, packing, labeling and documentation) at once?
- Which tasks did you find easy?
- Which tasks were more difficult?
- What lessons are you taking away from this activity?



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Questions?



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IATA DGR Emergency Procedures

**Shipping Avian Influenza Samples by
International Air**

**International Air Transport Association
(IATA)**

Dangerous Goods Regulations (DGR)



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PURPOSE

To learn the critical response procedures required of a shipper of an infectious substance in the event of a leak, spill or accident involving an infectious substance.

OBJECTIVES

At the end of this session, you will be able to:

- 1) Explain the shipper's potential role in the event of leakage or spill of an infectious substance package;
- 2) Explain the potential risks and hazards and how to avoid them;
- 3) Safely and correctly respond to an accident involving an infectious substance during shipment.



Emergency Procedures

As a shipper you may be called, by the carrier or freight forwarder, to assist if there is an accident with your shipment or someone else's



Emergency Procedures

In the event of an accidental leak or spill

Advise all present not to clean-up or dispose of infectious substances, except under the supervision of a specialist.



Emergency Procedures

In the event of an accidental leak or spill

DO

- Do isolate the spill or leak area immediately
- Do keep unauthorized personnel away
- Do identify substance involved, if possible,
- Do report the spill to the appropriate authorities



Emergency Procedures

In the event of an accidental leak or spill

DO

- Do avoid contact with broken glass or sharp objects that may cause cuts or scratches that could increase the risk of exposure
- Do cover damaged package or spilled material with damp towel and wet the towel and package with liquid bleach or other suitable disinfectant to kill any released infectious substance.
- Do absorb spilled materials and disinfectant with earth, sand or other non-combustible material while avoiding direct contact.



Emergency Procedures

In the event of an accidental leak or spill

DO NOT

- Do not touch or walk through spilled material.
- Do not touch damaged containers or spilled material unless wearing appropriate protective clothing.
- Do not touch any liquid (water or frost) produced by damaged packages containing dry ice. It could be contaminated by the contents of the package.



Emergency Procedures

If someone is exposed to an infectious substance

- Move exposed persons to a safe, isolated area.
 - **CAUTION:** Exposed persons may be a source of contamination.
- Call emergency medical services.



Emergency Procedures

If someone is exposed to an infectious substance

- Remove and isolate clothing or shoes that might be contaminated.
- In case of contact of the substance to skin, eyes, nose or mouth, **immediately flush** the exposed area with running water until medical attention is given.



Emergency Procedures

Contact the appropriate public health and veterinary health authorities as soon as possible.



What would you do if...

...the airline called to tell you that your box of Category B substance was crushed.

What would you tell the airline agents to do?



What would you do if...

...you dropped a box of Category A substance in your office?

What actions would you take to contain the spread of the substance?



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IATA DGR Demonstrating Your Knowledge and Close

**Shipping Avian Influenza Samples by
International Air**

**International Air Transport Association
(IATA)**

Dangerous Goods Regulations (DGR)



Demonstrating Your Knowledge

MODULE PURPOSE

To demonstrate, by completing an open-book written exam, adequate knowledge of how to classify, document, package and label an infectious substance for shipment by international air, and how to respond in the event of an emergency involving an infectious substance.

MODULE OBJECTIVES

Objectives: At the end of this session, you will be able to:

- 1) Demonstrate the ability to use your knowledge and reference materials to correctly respond to questions on how to correctly classify, document, pack, and label an infectious substance for international air shipment, and how to respond in an emergency involving an infectious substance.
- 2) Reinforce your knowledge and understanding by reviewing correct exam responses with the group following the individual open-book exercise.
- 3) **BE AWARDED A RECORD OF TRAINING IF YOU RECEIVE AN EXAM SCORE OF 85% OR MORE CORRECT**



Demonstrating Your Knowledge

As stated before, IATA requires that you pass a written exam at the end of this course

A passing score is **85%** or higher (at least 14/17 correct)

You may use your workbook for the exam

You must answer the questions on your own (no collaborative work)

The facilitators will score your exams as you turn them in and hand them back to you shortly thereafter



Demonstrating Your Knowledge

Final Exam Review and Scoring



Demonstrating Your Knowledge

Certificates and Close

Congratulations!