

SHIPPING OF BIOLOGICAL SAMPLES

Use an Overnight Courier Service or Royal Mail Service to Deliver the Frozen Samples

Shipments within the EU and UK

- Couriers should be reputable and experienced in transporting material of this nature (e.g. Fed-Ex)
- If relevant, arrangements must be made by the shipper to ensure that the operators are able to carry consignments containing dry ice.
- If the specimens are being consigned by air, it is essential that a courier is employed and that they are consigned as freight – samples are not permitted on aircraft in hand luggage, checked-in baggage or carried on the person.

Shipments within the UK

- The Royal Mail is able to accept diagnostic samples via the normal post for postage within the UK.
- However, dry ice must not be sent through the royal mail postal system and ice packs must be used.

How to Package the Material:

Diagnostic specimens must be package in accordance with Packing Instruction 650

- Samples must be placed in a primary leakproof receptacle (*i.e. plastic tubes or ziplock bags*)
- Samples then must be placed in a second leakproof container (*i.e. a Styrofoam container*) with refrigerant (*ice packs or dry ice*)
- Absorbent material must then be placed between primary and secondary receptacles (*not required for solid samples*)
- The secondary container must then be placed in a rigid outer packaging (*cardboard box*)

Between the secondary container and the outer packaging place a letter with the following 3 forms:

- Sample Submission Form
- Non-Hazardous Declaration Form
- Record of Consignor, Transporter and Receiver Form

(If possible please also email a copy of the above forms to endocrine@chesterzoo.org)

Specimens Packed in Dry Ice

If dry ice is used as a refrigerant, Packing Instruction 904 must also be applied.

- This requires that the packaging must be designed and constructed to permit the release of carbon dioxide gas to prevent the possibility of a build up of pressure that could rupture the packaging.
- The net weight of the dry ice must be marked on the outer packaging together with 'UN 1845' which is the ID number for dry ice.
- Shipments containing dry ice must bear the Class 9 (miscellaneous dangerous goods) warning diamond.



For all shipments the out packaging must include the following:

- Consignor and consignee addresses.
- Name address and telephone number of a responsible person to be included on the package.
- Plus the statement '**BIOLOGICAL SUBSTANCE, CATEGORY B, UN3373**'.
- No Shippers Declaration for Dangerous Goods is required for diagnostic specimens (*including those transported in dry ice*).

Address samples to:

Rebecca Mogey/John O'Hanlon

Chester Zoo, Endocrinology, Science Centre, Caughall Road, Upton-by-Chester, Chester, CH2 1LH, UK

Please contact us (e-mail or by phone) to let us know what date the samples will be arriving to insure someone will be on hand to receive the samples.

For more information please contact:

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