CourierPost Customer Dangerous Goods Guide

What are Dangerous Goods?

Dangerous Goods (DG) are articles or substances which are capable of posing a risk to health, safety, property or the environment and which are shown in the list of dangerous goods in the applicable Dangerous Goods regulations or classified as dangerous in those regulations.

Some examples of dangerous goods are:
Paint, Camping gas, Petrol, Perfume, Aftershave, Bleach, Nail varnish, Fireworks, Matches, Lighters, Fly spray

CourierPost Dangerous Goods Policy Statement:

- Dangerous goods will not be accepted at PostShops or CourierPost branch sales counters
- Dangerous goods will not be carried by Rural Post or AirPost aircraft
- Dangerous goods will not be delivered to Private bags or PO Boxes
- To ensure CourierPost employees, contractors and customers enjoy a safe workplace and members of the public are not put at risk, the company will ensure that appropriate training in the handling of emergency procedures relating to dangerous goods is provided
- This policy is set to work within the legislative requirements of the Land Transport Rule Dangerous Goods 2005, the current IATA regulations and the IMDG regulations (and any other amendments made from time to time)
- All CourierPost staff and contractors are responsible for ensuring that these requirements are met before any handling and processing of DG's

CourierPost reserves the right to amend this policy without notification and will ensure that any changes are effectively communicated.

What does this mean in Layman's terms?

Our policy is designed to allow us to carry Dangerous Goods safely and legally for those customers who have small volumes of Dangerous Goods.

What kind of Dangerous Goods will CourierPost carry?

- Class 2.2 Non flammable compressed gas – oxygen tanks
- Class 2.1Flammable gas-hairspray
- Class 3 Flammable liquids- paint and or printing ink, perfumes
- Class 4.1 Flammable solids -matches
- Class 9 Miscellaneous substances – dry ice

The following classes may be carried but will require official sign off from CourierPost:

- Class 6.2 Infectious Substances – generally blood samples and similar items only
- Class 7 Radioactive material – generally medical and similar items only

Dangerous Goods Symbols

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CourierPost

Conditions of Carriage

- All Dangerous Goods must carry a CourierPost DG surcharge ticket
- Service standards for dangerous goods will be 1-2 days within island and 3-4 days between islands.
- All DGs presented to CourierPost must be properly marked, labelled, identified and documented using the standard Road Transport Declaration (NZS5433:1988 Amendment No.1)
- **The shipper (consignee) is responsible for meeting all documentation, labelling and packaging requirements**
- DG Declaration forms must be provided in duplicate
- DG's that have subsidiary risk will not be accepted
- A Customer maybe required to uplift DGs from a Depot or Branch if the criteria of this policy are not met

Dangerous Goods Limited Quantities Policy (DGLQ's)

- **Dangerous goods in limited quantities** are dangerous goods of low or medium danger that can be transported with some relaxation of controls for packaging and segregation.
- The maximum quantity varies according to the class of the DG. The table attached to this document lists the maximum quantities and shows this by 'maximum quantity per inner packaging' for those classes that CourierPost will carry subject to signoff.
- A declaration is required with 'DGLQ' written on the documentation
- The item must be marked or labelled with just one of the following:
  - UN number and proper shipping names of the DG's
  - Class and division, including subsidiary risks plus the label of 'DGLQ'
  - The UN number of all DG's in the package, placed within the white diamond

Dangerous Goods in Limited Quantities that CourierPost will carry

Class or division or product	Packing group	Physical state	Maximum quantity per inner packaging
2 - UN 1950, AEROSOLS containing toxic substances or UN 2037, GAS CARTRIDGES containing toxic substances	-	gas	120 ml water capacity
2.1, 2.2 - UN 1950, AEROSOLS or UN 2037, GAS CARTRIDGES	-	gas	1 litre water capacity
3	II	liquid	1 litre
3	III	liquid	5 litres
3 - UN 1133, ADHESIVES containing flammable liquid	I	liquid	500 ml
	II	liquid	5 litres
	III	liquid	5 litres
3 - UN 1139, COATING SOLUTION (includes surface treatments or coatings used for industrial or other purposes such as vehicle undercoating, drum or barrel lining)	I	liquid	500 ml
	II	liquid	5 litres
	III	liquid	5 litres

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3 - UN 1169, EXTRACTS, AROMATIC, LIQUID	II	liquid	5 litres
	III	liquid	5 litres
3 - UN 1197, EXTRACTS, FLAVOURING, LIQUID	II	liquid	5 litres
	III	liquid	5 litres
3 - UN 1210, PRINTING INK, flammable or PRINTING INK RELATED MATERIAL (including printing ink thinning or reducing compound), flammable	I	liquid	500 ml
	II	liquid	5 litres
	III	liquid	5 litres
3 - UN 1266, PERFUMERY PRODUCTS with flammable solvents	II	liquid	5 litres
	III	liquid	5 litres

Responsibilities of the Consignor:

The Consignor of any Dangerous Goods MUST ensure the following is carried out:

1. Dangerous Goods are correctly classified according to their properties
2. Dangerous Goods are correctly packaged (section 3 of the rule)
3. Dangerous Goods are correctly marked and labelled (section 4 of the rule)
4. Correct Dangerous Goods documentation is provided (section 5 of the rule)

Failure to comply with the above may result in the fines

Packaging:

- General Packing Requirements:
  - Good quality
  - Compatible with the substance
  - Appropriate for the amount of substance
- Specification Packaging:
  - Tested and Approved
  - Approval markings
  - Conforms to “Packing Groups”
- Limited Quantity Packaging:
  - Not approved
  - Able to contain small amounts only

Marking and Labelling:

- UN Specification:
  - UN Number
  - Proper Shipping Name
  - Hazard Class label
- DGLQ:
  - UN Number, Proper Shipping name, Hazard Class label or
  - Hazard Class label and “DGLQ” or “Dangerous Goods in Limited Quantities” or
  - UN Number (preceded by UN) placed within a White Diamond

Documentation:

When dangerous Goods are being transported they MUST be accompanied by documentation that complies with the Rule (see below link to the Rule). The documentation MUST identify the goods and the hazards that arise from them (refer to section 5 of the Rule).

A Dangerous Goods declaration must state:

1. UN Number
2. Proper Shipping name
3. The Class and Division, if assigned, and any subsidiary risks
4. The Packing Group, where applicable
5. Any other technical information necessary to identify the product to ensure the dangerous goods are loaded and segregated correctly, and to advise of any additional cautions that must be taken
6. Number and type of packages
7. Total quantity of dangerous goods by volume or mass
8. Name and address of the consignor and consignee
9. Name, date and signature

Penalties:

The above is taken from the Land Transport Rule Dangerous Goods 2005. Failure to comply with these regulations could result in fines for the individuals and the organisation as a whole. Fines range from $5,000 - $50,000 depending on the infringement.

Website:

More information on dangerous goods can be found on the NZ Transport Agency website.

Further information:

Speak to the CourierPost National Operations Team if you have any questions.

APPENDIX F

NZS 5433:1988
(Amendment No. 1)

NEW ZEALAND HAZARDOUS SUBSTANCES
DANGEROUS GOODS DECLARATION

PROPER SHIPPING NAME: Paint	PROPER CLASS: 3	UN NO.: 1263
COMMON NAME	PACKING GROUP: 3DYE	PACKING GROUP: II
PROPER SHIPPING NAME: Do Not Load With Classes 1, 2.1, 2.3, 4.2, 5.1, 5.2 or 7		Flash Point °C: 19C
NUMBER & DESCRIPTION OF PACKAGES: 10 Boxes	GROSS WEIGHT: 150kg	MEASUREMENT
CONSIGNOR: Darfact Paints, 10 King St, Taupo		
CONSIGNEE: J. D. Shifter Wairaki Rd RD4 Taupo		

TRANSPORT DETAILS

CARRIED BY	FROM	TO
Taupo Transport	Taupo	Taupo

I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name, and are packed, packaged, marked and labelled, and are in all respects in the proper condition for transport according to the relevant Statutory and National Dangerous Goods Regulations.

Person taking on shipper's Consignee or acting on behalf of same

Name / Title of Signatory: D. R. Smith/ Storeman

Place and Date: Taupo 14/01/06

Signature: D. R. Smith

In an emergency dial 111 - Fire or Police

Immediate Action:

- Keep unnecessary people away. Mark road and warn users.
- Isolate hazard area.
- Send messages to inform police and fire brigade. Tell them substance involved.
- Keep upwind. Avoid breathing fumes or smoke. Avoid contact with dust or mist.
- Shut off engine and electrical equipment. No smoking. No naked lights.
- Avoid moving vehicle if movement could cause or increase spillage.

24 HOUR EMERGENCY PHONE 0800 222 333

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