

GUIDELINES FOR ENTERING INFORMATION ON A DANGEROUS GOODS DECLARATION & PACKING CERTIFICATE AS PER IMDG CODE

BOX NUMBER DESCRIPTION

1 Exporter's Street Address including post code and emergency contact 24 hr telephone number
Post Office Box address and 1800 telephone numbers MUST NOT BE USED.

2 Transport Document Number - Bill of Lading or Booking reference number (not mandatory for LCL shipments)

3 For some hazardous cargoes special information is required and should be attached to declaration.

Special certificates may need to be attached. Refer s.5.4.1 & s.5.4.4 of IMDG Code.

4 Shipper's reference - Order Number or consignment number (not mandatory for LCL or FCL shipments)

5 Freight forwarder's reference - eg: Booking Number or job number (not mandatory for LCL or FCL shipments)

6 Importer's street Address including post code and emergency contact 24 hr telephone number
Post Office Box address and 1800 telephone numbers MUST NOT BE USED.

7 Carrier's Name and Street Address (not mandatory for LCL or FCL shipments)

8 To be used in the event of a Multi-modal shipment also involving Air Freight (not mandatory for sea freight)

9 Any additional multimodal handling requirements. (not mandatory for LCL or FCL shipments unless applicable)

10 Vessels name and Voyage Number must be completed

11 The port of loading of the cargo on to the vessel

12 The port of discharge of the cargo on to the vessel

13 Final Destination of the Cargo if not the discharge port - important for Multimodal shipment.

14 Marks and Numbers as indicated on each package.

14a

Accurate description of the number, kind & type of packaging is required by many authorities. ie Number of bags or boxes or drums as described in the IMDG Code s.4, 5 & 6 including a description of inner and outer packing as per s.6.1.2. *Do not use 'pallets' or 'skids' or 'packages' unless permitted.*

14b

1. PROPER SHIPPING NAME only must be used - no brand names or chemical names are permitted. If PSN is of the N.O.S. type, must also include the active chemical constituent & % concentration.

2. IMDG Class: (must also include any Subsidiary risk if applicable)

3. UN number:

4. Packing Group:

Above 4 items must appear in the sequence 1-2-3-4 or 3-1-2-4 on the document at all times.

For NOS entries show appropriate segregation group as per s.3.1.4

NEQ: (if applicable)

Flashpoint or Control temperature or Emergency temperature: (where applicable)

Marine Pollutant - if applicable

EMS number:

DO NOT USE THE CLAUSE "SAID TO CONTAIN" OR "STC"

When empty or uncleaned container is shipped then the following remark must be added to PSN: the words "EMPTY UNCLEANED" or "RESIDUE LAST CONTAINED"

For Bulk Containers, add: *Bulk container BK2 approved by competent authority of...* (Refer Ch.4.3, 6.9,5.4) For Haz Waste the word "WASTE" shall precede the Proper Shipping Name. Refer Ch.7.8

For Limited Quantities the term "DANGEROUS GOODS IN LIMITED QUANTITY" must be included in addition to the above information. Refer Ch.3.4 of the IMDG Code.

14c This must show the GROSS weight of the hazardous cargo in kilograms or in pounds

14d This must show the NET weight of the hazardous cargo in kilograms or in pounds

14e This must show the gross volume of the hazardous cargo in cubic metres or cubic feet

15 Freight Container Number, the DG is packed in or the registration number if the DG is packed in a Vehicle. (Not mandatory for LCL, for FCL this is to be completed by packing company)

16 Number of the seal used to secure the container or vehicle (Not mandatory for LCL, for FCL this is to be completed by packing company)

17 Size and Type of container or vehicle: eg 20'GP or 20'HC or 40'HC etc (Not mandatory for LCL, for FCL this is to be completed by packing company)

18 Tare mass of the Container or vehicle (Not mandatory for LCL, for FCL this is to be completed by packing company)

19 Total Gross weight of the container: ie Total Gross weight from 14c above + other cargo + Tare Weight (Not mandatory for LCL, for FCL this is to be completed by packing company)

20 Name of company packing, Place and date of packing, Name of authorised signatory & signature (Not mandatory for LCL, for FCL this is to be completed by packing company)

21 To be used for Multi-modal shipment when handing over cargo from one mode to another. (Not mandatory for LCL, for FCL this is to be completed by packing company if applicable)

22 Name of company (shipper), Place and date of packing, Name of authorised signatory & signature

This document constitutes a statutory declaration by the shipper and packer.