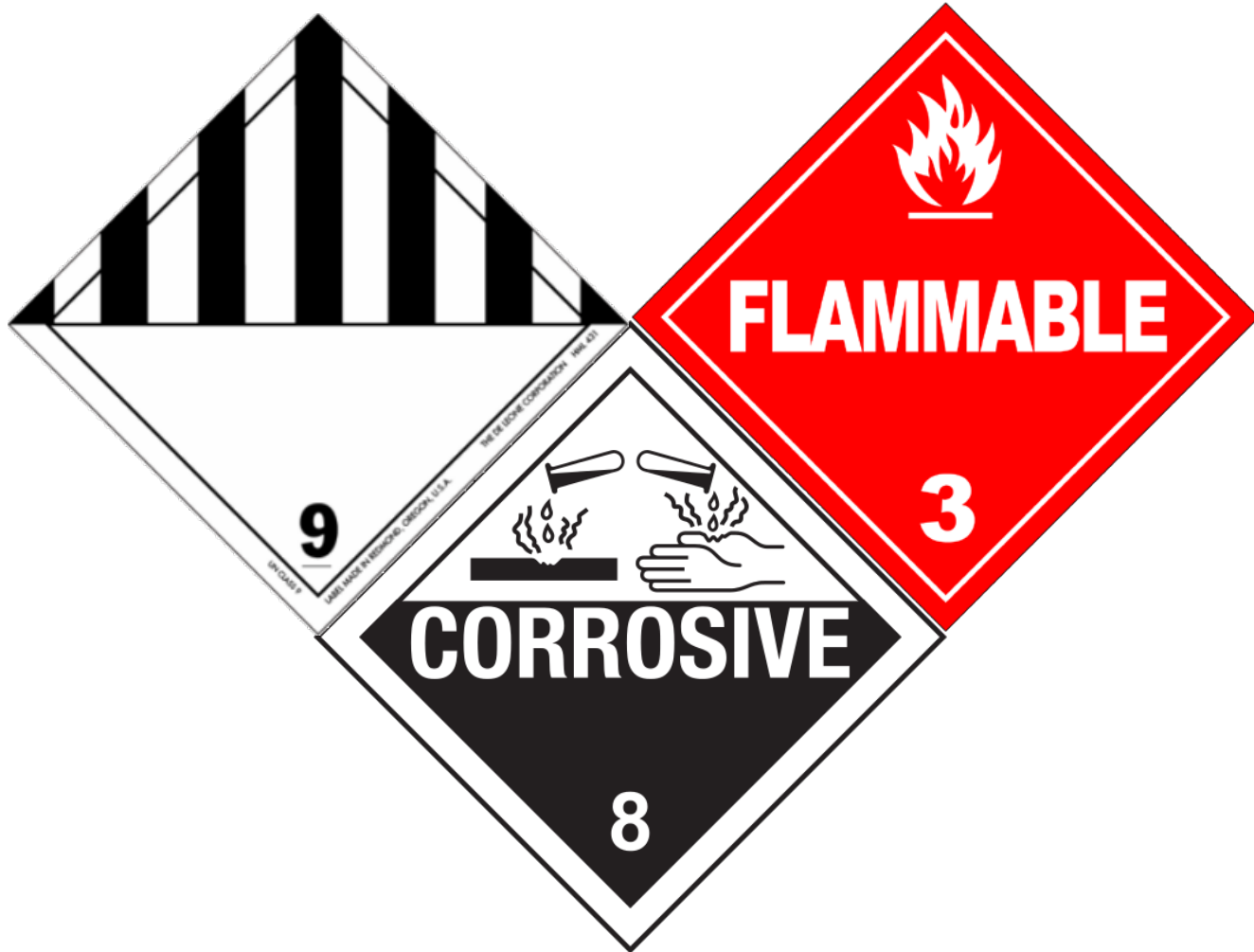




THE OHIO STATE UNIVERSITY

Dry-Ice Shipping





Dry Ice Shipments

Dry Ice is a hazardous material that is strictly regulated. Errors in shipping or labeling Dry Ice may lead to disciplinary actions (up to and including termination), as well as potential sanctions against the University.





Dry Ice Shipments

Be sure to know what is in any package that you ship.

- This is especially important when the items are shipped with dry ice which is considered a hazardous material. This is the only hazardous material that you can create a label for in CVS.
- Packages containing dry ice must be packaged, labeled, and marked according to IATA/49CFR regulations.

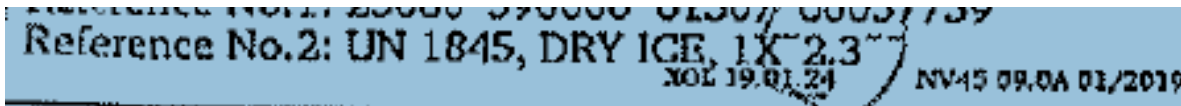




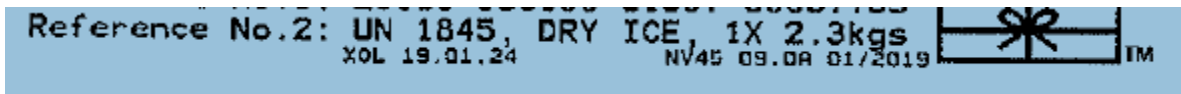
Common Shipment Errors

- Failure to list the weight of dry ice in KGS on the thermal shipping label.

Error



Correct





Country United States Phone 4408266559 E-Mail pdorko@ups.com Shipper.N <input type="checkbox"/> Ship Notification <input type="checkbox"/> Exception Notification <input type="checkbox"/> Delivery Notification <input type="checkbox"/> Request Pickup	Country United States Phone <input type="text"/> Email <input type="text"/> <input type="checkbox"/> Residential Address <input type="checkbox"/> Ship Notification <input type="checkbox"/> Exception Notification <input type="checkbox"/> Delivery Notification <input checked="" type="checkbox"/> Validate Address <input checked="" type="checkbox"/> Street-Level Validation <input type="checkbox"/> Add To Personal Addr Bk	Weight 0 LBS Length Width Height <input type="text"/> in <input type="text"/> in <input type="text"/> in Insured Value for Carriage <input type="text"/> USD Delivery Confirmation None Org <input type="text"/> Fund <input type="text"/> Account <input type="text"/> Project <input type="text"/> Program <input type="text"/> User defined <input type="text"/> DRY ICE UN 1845, DRY ICE, 1X Wt in KGS ex: 5kgs 10kgs + Add Another Package Reset Continue →
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Example of weight AND KGS entered correctly in CVS



- Failure to enter dry ice weight on the package label

FOLD HERE

DAVE MARKIEWICZ 614-292-2601 OSU 2650 KERRY RD COLUMBUS OH 43210	15 LBS	1 OF 1
SHIP TO: DR ABBY REFT COLLEGE OF WILLIAM & MARY 3035 MILLINGTON HALL INTEGRATED SCIENCE CENTER 500 LANDRUM DRIVE WILLIAMSBURG VA 23185		
	VA 236 9-03	
UPS NEXT DAY AIR		1
TRACKING #: 1Z 442 94E 01 9745 7604		
BILLING: P/P		
Reference No.1: 51193~140000~61802~ Reference No.2: UN 1845, DRY ICE, 1X, 4.5 kg		

UPS Internet Shipping: View/Print Label

Page

Shipper's Declaration not Required.
Dry Ice amount must be in kilograms.
Note 2 lbs. = 1 kg.

Airwaybills/airbills must have the following shown in the "Nature and Quantity of Dangerous Goods" area:

1 Dry Ice; 9; UN1845;
2. 4.5 Kg III
(Number (wt.)
pkgs)

DRY ICE,
4.5 kg.

9

UN1845

Shipper's Name and Address

Consignee Name and Address

HML9-DICE LABEL MASTER © (600) 621-5808 www.labelmaster.com



Dry-Ice Shipping Reminders

- Do not give out the OSU UPS account number to entities outside of the University.
- If it is necessary to reuse a container that has hazardous material labels, those labels must still apply or be completely covered.
- Review the Central Receiving website for important news or updates.



Shipping Links

- Central Receiving
 - <https://busfin.osu.edu/central-receiving>
- UPS shipping information regarding Dry Ice and refrigerants
 - http://www.ups.com/content/us/en/resources/ship/packaging/materials/coolants.html?srch_pos=3&srch_phr=shipping+dry+ice
- Central Receiving Assist Shipping pages
 - https://it.osu.edu/assist/UPS_CVS_ASSIST
- Carmen Connect Webinar Presentation
 - <http://carmenconnect.osu.edu/p7qyv9asgi9/>