

Tips for Shipping Hazardous Materials

Are Your Hazmat Employees Properly Trained?

The U.S. Department of Transportation (49 CFR Subpart H) requires companies that ship hazardous materials to train, test, and certify their hazmat employees once every three years. Hazmat employees must be trained in general awareness, security awareness, safety, in-depth security training (if applicable) and all specific functions related to the transportation of hazardous materials.

A *Hazmat employee* means a person who is employed by a hazmat employer and who, in the course of employment, directly affects hazardous materials transportation safety. This term includes an owner-operator of a motor vehicle who transports hazardous materials in commerce. This term also includes an individual, including a self-employed individual, employed by a hazmat employer who, during the course of employment:

1. Loads, unloads, or handles hazardous materials;
2. Manufactures, tests, reconditions, repairs, modifies, marks, or otherwise represents containers, drums, or packaging as qualified for use in the transportation of hazardous materials;
3. Prepares hazardous materials for transportation;
4. Is responsible for safety of transporting hazardous materials; or
5. Operates a vehicle used to transport hazardous materials.

Initial and Recurrent Training

Initial training: A new hazmat employee, or a hazmat employee who changes job functions, may perform those functions prior to the completion of training provided that the employee performs those functions under the direct supervision of a properly trained and knowledgeable hazmat employee; and the training is completed within 90 days after employment or a change in job function.

Recurrent training: A hazmat employee shall receive the training required by this subpart at least once every three years.

A record of current training, inclusive of the preceding three years, shall be created and retained by each hazmat employer for as long as that employee is employed by the employer as a hazmat employee and for 90 days following employment termination.

Avoid Potential Fines

Materials transportation starts with the proper identification and classification of a material so it can be correctly prepared for transportation. If the classification is incorrect, the packaging, marks, labels, and shipping papers will also be incorrect; the end result may be delays, negative publicity, and potential violations of U.S. Dept. of Transportation (DOT) regulations resulting in fines and penalties.

Civil fines for violating U.S. DOT regulations can range up to \$32,500 per day in transit and not less than \$275/violation. Criminal penalties for deliberately violating U.S. DOT regulations can also include fines and imprisonment.



Allowance

A U.S. DOT ruling known as the Materials of Trade Allowance exempts many hazardous materials from most regulatory requirements providing that transportation is via private vehicle and the material meets certain criteria. Contact Kodak Transportation Services to see if your shipment is eligible.

Packaging

If material is to be kept cold or frozen, inner containers should be refrigerated or frozen before packaging, then over packed in cold packs. Cold packs keep cold for approximately one day and Dry Ice keeps frozen 3-5 days. Never pack liquid hazardous materials in open-head fiber drums. Packages with liquids in glass bottles should be marked "Liquid in Glass." Packages with solids in glass bottles should be marked "Glass - Handle With Care."

Segregation

Unless allowed by an exemption, keep corrosive liquids segregated from flammable solids and oxidizing materials in storage and in shipment. Do not pack corrosive liquids in the same package with flammable solids or oxidizing materials.

MORE INFORMATION

For information on shipping Kodak products that are regulated in transportation, contact Kodak by calling (585) 722-2400. Transportation Specialists are available Monday - Friday from 8 a.m.-5 p.m. EST.

For more information about Kodak Environmental Services, visit Kodak online at	www.kodak.com/go/kes
For environmental or safety questions about Kodak products, services, or publications, call	1-585-477-3194
For questions about the safe handling of photographic chemicals or health-related information about Kodak products, call our 24-hour hotline at	1-585-722-5151
If you have questions about Kodak products, call Kodak.	
In the U.S.A., call	1-800-242-2424, Ext. 19, Monday-Friday 9 a.m.-7 p.m. (Eastern time)
In Canada, call	1-800-465-6325, Monday-Friday 8 a.m.-5 p.m. (Eastern time)
In countries other than the U.S. and Canada,	contact your local Kodak representative, or your usual supplier of Kodak products.



EASTMAN KODAK COMPANY • ROCHESTER, NY 14650