Samples should be shipped using these guidelines (modified from TVMDL):

Step 1. Classify Your Sample

- **Category A infectious substance**: Infectious substance in a form that, when exposure to it occurs, is capable of causing permanent disability, life threatening, or fatal disease in otherwise healthy humans or animals (IATA Dangerous Goods Regulations §3.6.2.2.2.1). See a list of Category A infectious substances. If you suspect you have a Category A infectious substance, please contact us at 614-292-8328 prior to shipment.

- **Category B infectious substance**: An infectious substance that is transported in a form that, when exposure to it occurs, is NOT capable of causing permanent disability, life-threatening or fatal disease in otherwise healthy humans or animals. OSU recommends all suspect infectious disease shipments be classified and shipped as a Biological Substance Category B.

- **Exempt animal specimen**: Specimen collected directly from animals for research, diagnosis, disease treatment and prevention which there is a minimal likelihood that pathogens are present. Examples include: chemistry panel, CBC, endocrine testing, surveillance serology, export or movement testing, and vaccine titer.

Step 2. Package Your Sample

- The packaging must consist of three components: a primary receptacle, secondary packaging, and a rigid outer packaging.
- Primary receptacles must be packed in secondary packaging in such a way that, under normal conditions of transport, they cannot break, be punctured, or leak their contents into the secondary packaging.
- Secondary packaging must be secured in outer packaging with suitable cushioning material. Any leakage of the contents must not compromise the integrity of the cushioning material or of the outer packaging.
- An itemized list of contents should be enclosed between the secondary and outer packaging. A properly completed OSU Parasitology Submission form may be used for this purpose.
- At least one surface of the outer packaging must have a minimum dimension of 100 mm x 100 mm (4 inches x 4 inches).
- Cold packs, dry ice or other refrigerant, if needed, may be placed around the secondary packaging, but must not compromise the paperwork or inner/outer containers upon melting, sweating, etc. NOTE: dry ice requires a Class 9 label (UN number 1845; PSN: dry ice or carbon dioxide solid) and the weight of the dry ice in kg form.

For liquid substances:

- The primary receptacle is leak-proof;
- The secondary packaging is leak-proof;
- Absorbent material is in sufficient quantity to absorb the entire contents placed between the primary and secondary packaging;
- If multiple fragile primary receptacles are placed in a single secondary packaging, they must be either individually wrapped or separated so as to prevent contact between them.

For solid substances:

- The primary receptacle is sift-proof;
• The secondary packaging is sift-proof;
• If multiple fragile primary receptacles are placed in a single secondary packaging, they must be either individually wrapped or separated so as to prevent contact between them.

Step 3. Mark or Label Your Package

The outer packaging must have the following information:

• The name, address and telephone number of a responsible person on the waybill or on the package.
• The shipper’s and consignee’s addresses.
• For “Biological Substance, Category B”, this label must be present in letters at least 6 mm high and must be marked on the outer package adjacent to a diamond-shaped UN3373 label.
• For “Exempt Animal Specimen”, this label must be present on the outer package in letters at least 6 mm high. NOTE: this classification still requires proper packaging (see Step 2 above).
• Include a Class 9 label, including UN1845 label, and net weight if packaged with dry ice.

Step 4. Document Your Shipment

• A Shipper’s Declaration is NOT required.
• Air Waybill — If applicable, the text “Biological Substance, Category B” and “UN 3373” should be documented on the waybill.
• If shipping with dry ice, UN 1845 and net weight of dry ice must be indicated.

Shipping location:

Parasitology Lab - Veterinary Medical Center
601 Vernon L. Tharp Street
Columbus, OH 43210
Phone: 614-292-8328
Email: VMC.ParasitologyLab@osu.edu