

POLICY 1.11 – Transportation of Dangerous Goods

Policy Category: General
Effective Date: January 27, 2005
Supersedes: (NEW)

PURPOSE

1.00 The purpose of the Transportation of Dangerous Goods (TDG) Policy is to ensure that dangerous goods are transported to and from The University of Western Ontario in a safe and proper manner and in compliance with all applicable legislation.

ACCOUNTABILITY

2.00 Those who ship and/or receive dangerous goods, and their supervisors, are accountable under this policy. Chairs, Directors and Budget Unit Heads must ensure that the person who has been designated to handle dangerous goods on behalf of their department/unit has received the appropriate training and complies with all applicable TDG legislation. Chairs, Directors and Budget unit heads are accountable for monitoring the TDG training and TDG compliance for their department/unit. Occupational Health and Safety is responsible for ensuring that Chairs, Directors and Budget Unit Heads comply with this policy.

APPLICABLE LEGISLATION

3.00 [Schedule A](#) sets out the legislation that is applicable to this policy.

DEFINITIONS

4.00 Dangerous Goods are articles, substances or organisms 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 Regulations or which are classified according to the Regulations.

PROCEDURES

5.00 The Definition of Dangerous Goods (see 4.00) is very broad and as a general rule TDG legislation should be considered to apply to all research associated materials and products that are being shipped and/or received.

6.0 The regulations for the Transportation of Dangerous Goods apply when dangerous goods are:

- Shipped anywhere in Canada or internationally
- Shipped and/or received by the University

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- 7.00 All departments that receive and/or ship dangerous goods must designate a person who will responsible for the handling of the goods on behalf of the department. This person must have received the appropriate TDG/IATA training and be knowledgeable of their responsibilities under the regulations.
- 8.00 Dangerous goods must be shipped and/or received only by the TDG and/or IATA trained person, or an employee working in the presence and under the direct supervision of an individual who holds a training certificate.
- 9.00 The specific training/certification requirements for the shipping/receiving of dangerous goods by ground and by air are different and exclusive. Certification is not transferable. Certification of training expires and must be periodically updated. Hence,
- The person who will be shipping/receiving dangerous goods by ground must receive training in TDG (Clear Language) regulations.
 - The person who will be shipping/receiving dangerous goods by air must receive training in IATA regulations.
- 10.00 Biohazardous/Infectious (Class 6) shipments/receipts fall under TDG, Canadian Food and Inspection Agency, and Health Canada regulations and guidelines. These shipments and receipts must be handled in consultation with the UWO Biosafety Coordinator in OH&S.
- 11.00 Radioactive (Class 7) shipments/receipts fall under TDG and CNSC Packaging and Transport of Nuclear Substances Regulations and must be handled in consultation with the UWO Radiation Safety Coordinator in Occupational Health and Safety.
- 12.00 TDG training can be arranged by contacting Occupational Health and Safety. OH&S will maintain all training records and will arrange for the provision of TDG certification cards to trained employees.

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Schedule A

- a) Transportation of Dangerous Goods Act, 1985
- b) Transportation of Dangerous Goods Act, and regulations R.R.O. 1992
- c) ICAO (International Civil Aviation Organization) Technical Instructions for the Safe Transport of Dangerous Goods by Air
- d) IATA (International Air Transport Association) Dangerous Goods Regulations, , 1999
- e) CNSC (Canadian Nuclear Safety Commission) Packaging and Transport of Nuclear Substances Regulations February 2004
- f) IAEA (International Atomic Energy Agency) Regulations for the Safe Transport of Radioactive Material, 1996 Edition (Revised) No. TS-R-1
- g) Laboratory Biosafety Guidelines, Health Canada
- h) Environmental Protection Act