



University of Colorado at Denver and Health Sciences Center

Environmental Health and Safety Department

Compliance Note

April 2007

Shipping Chemicals

HWC-004

This information is for your use and as a way of providing consistent information. This information is based on current UCDHSC Policy, and/or Federal, State or Local regulatory requirements.

Shipping Chemicals

If your laboratory is moving to Anschutz Medical Campus or relocating off-site, you may have chemicals that are classified by the Department of Transportation (DOT) as hazardous materials (HM).

Anyone who offers a HM for shipment by air, water, or public roads is designated by the DOT as the "shipper" and they assume many regulatory responsibilities for the proper classification and preparation of the material being shipped. Everyone who prepares or offers a hazardous material for shipment must have received the specialized DOT training (general awareness /familiarization training, function specific training and safety training) prior to handling the HM. In addition, all shippers are subject to large monetary fines for the improper classification or preparation of HM for transportation.

It can be time consuming and costly to properly prepare and package HM for shipment. It is usually more cost effective to properly dispose of hazardous chemicals and solvents and order them for your new location.

Non-hazardous chemicals are not regulated by the DOT. If you wish to ship your non-hazardous chemicals please provide the Hazardous Waste Specialists (303 315-5661 or 303 724-0127) a list of these chemicals several weeks prior to departing so that they may be properly reviewed for classification and hazards.

Researchers must follow the procedure below for shipping chemicals:

1. Dispose of all expired or outdated chemicals through Environmental Health and Safety (EH&S) by filling out a [Chemical Waste Disposal Request Form](#) for your appropriate campus. For large numbers of chemical containers (25 or greater) call EH&S at 303 315-5661 or 303 724-0127 to set up an appointment to remove them. If you have chemicals that are in good condition but are no longer needed, attempt to recycle them through other laboratories within your department.
2. If you have hazardous chemicals that cannot be easily replaced and must be shipped to other than a UCDHSC campus, then an approved hazardous materials carrier will be required. The UCDHSC Hazardous Waste Manager (303 724-0294) can assist you in locating such a shipper.
3. Do not attempt to move outdated ethers, dry picric acid, or any other potentially unstable/reactive chemical compounds. If you have chemicals that are stored inside corroded containers or if the container is missing the lid, they should not be moved until the lid or container has been replaced.
4. Never ship hazardous chemicals in your own personal vehicle because, if you have an accident, your auto insurance may not cover you for the damages caused by the released chemicals or the regulatory fines.
5. **If you have any questions or concerns call the UCDHSC Hazardous Waste Manager at 303 724-0294 or the Hazardous Waste Specialists (303 315-5661 or 303 724-0127) for assistance.**