

Inspection Procedure

North American Standard Hazardous Materials/Dangerous Goods

For more detailed information, see the procedures contained in the CVSA Operations Manual.

1 Initiate the Inspection

- As the vehicle is approached for inspection, follow all safety precautions.
- Do a complete walk-around of the vehicle and check for placards, leaks and general vehicle condition.
- Shipping papers and emergency response information must be within the driver's immediate reach when restrained by the lap belt and visible to the person entering the vehicle, or in a holder mounted on the inside of the driver's door.

2 Check the Shipping Paper(s) for Compliance

- The presence of hazardous materials/dangerous goods (HM/DG) on the shipping paper that also contains non-hazardous freight must be one of the following:
 - Entered first (and under the DG heading for Canada only)
 - Entered in contrasting color
 - Identified with an "X" in the HM/DG column
 - Identified by an "RQ" in the HM column, if a reportable quantity of a hazardous substance identified in Appendix A is being transported (U.S. only)
- Shipments of hazardous waste that are required to be manifested must be accompanied by a Hazardous Waste Manifest. The manifest may meet the requirements of the shipping paper.
- Verify compliance of the proper shipping name.
- Check 172.101, Appendix A, to see if the material is a hazardous substance. Hazardous substances are regulated by all modes. (U.S. only)
- Check 172.101, Appendix B, to see if the material is a marine pollutant. Only bulk packages containing marine pollutants are subject to the regulations when transported by highway. Refer to 171.4 for marine pollutant exceptions. (U.S. only)
- Refer to 172.101 Table, Column 1, for the presence of a symbol when determining which entry to use for the proper shipping name. (U.S. only)
- Verify that the hazard class/division entered on the shipping paper corresponds with the proper shipping

name and subsidiary hazards in parentheses.

- Verify that the identification (ID) number and packing group entered on the shipping paper correspond with the proper shipping name.
- Verify that the total quantity and unit of measure is entered on the shipping paper.
- Verify that the number and type of packages are entered on the shipping paper.
- Verify that the HM/DG basic description appears on the shipping paper in the proper sequence:
 - ID number
 - Proper shipping name
 - Hazard class/division
 - Packing group, if applicable
- Always refer to special provisions when inspecting a shipping paper and check for additional entries that may be applicable to the shipment.
- Recognize when exceptions to the shipping paper requirement apply.
- Verify that the emergency response telephone number is entered on the shipping paper in the proper manner.
- Verify that the words "24 hour number" or an abbreviation of those words, followed by the phone number, are entered on the shipping paper in the proper manner. (Canada only)
- Verify that the emergency response information, as appropriate, accompanies the shipment. (U.S. only)
- Verify that the Emergency Response Assistance Plan (ERAP) number and activation telephone number are entered on the shipping paper. (Canada only)
- Verify that the consignor certification and name of the individual who made the certification are entered on the shipping paper. (Canada only)

3 Check for Placarding Compliance

- Check for exceptions that may apply to the placarding requirements for the HM/DG shipment.
- Placarding of Table 1 materials is required for any quantity.

- Placarding of Table 2 materials is required for 1,001 lbs. (454 kg.) or more.
- When HM/DG is offered for transportation in bulk packaging/large means of containment, appropriate placards must be displayed, unless specific conditions have been met.
- Verify the proper display of any required subsidiary hazard placards.
- Verify that placards meet general specifications.
- Verify the required placards are displayed and meet visibility requirements on a transport vehicle.

4 Check Marking Compliance

- Use the shipping papers to determine the HM/DG being transported and the quantity of HM/DG. Determine if the shipment is a bulk or non-bulk shipment.
- Verify display of the ID number(s) on bulk packages/large means of containment in one of the three acceptable manners: placards, orange panels or plain white square on point displays.
- Check transport vehicle for display of ID numbers when transporting large quantities of a single HM/DG in non-bulk packages/small means of containment.
- If no ID number is displayed on a bulk package/large means of containment, verify if this is appropriate for the shipment using the prohibited display and special provision sections.
- Verify additional marking requirements that apply to portable tanks, cargo tanks and multi-unit tank car tanks.
- Verify that markings on packages conform to set size standards and specifications.
- Verify that packages are marked on at least one side or end of the package, as required.
- Determine if the package is subject to a U.S. DOT special permit requiring that it be marked with "DOT-SP" followed by the applicable permit number.
- If the shipment is being transported as per a Transport Canada (TC) equivalency certificate, the shipment must be compliant with the equivalency certificate's conditions and the Transportation of Dangerous Goods (TDG) Regulations.

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- Verify that required basic markings are on all non-bulk packages/small means of containment.
- When the shipping papers reveal the following HM/DG, check for additional marking requirements that may apply:
 - PIH materials
 - Hazardous substances
 - Orientation arrows
 - ORM-D
 - Explosive package requirements
 - Toxic/Poison package markings
 - Infectious substances
 - Radioactive material
 - Marine pollutant
 - Limited quantity
- Verify that the location of the marking is appropriate.

5 Check Labeling Compliance

- Begin inspection of labeling compliance with the shipping papers in hand, using the shipping papers to determine the HM/DG being transported.
- Observe labels (if any) that are present on the package. When labels are specified for the package but are not present on the package, check for exceptions to labeling requirements that may apply.
- Verify that labels are properly located on the package. Check for multiple and duplicate labeling, as appropriate.
- Verify that the required label specifications are met for all displayed labels.

6 Check Packaging Compliance

- Use the shipping papers to determine the HM/DG being transported. Refer to special provisions that may apply to packaging regulations for that material.

- Identify the type of packaging used and determine if the packaging is appropriate for the HM/DG it contains, and is not leaking.
- Determine if a U.S. DOT exception applies to the packaging. (U.S. only)

7 Check Loading Compliance

- Observe the general securement of the HM/DG being transported. Verify the packages are in compliance with the blocking, bracing and securement requirements of the regulations.
- Verify segregation, separation and compatibility for the HM/DG being transported.
- Determine if more stringent regulations apply for the subsidiary hazard of the HM. (U.S. only)

Hazardous Materials of Trade Checklist

ITEM	Y	N	NA	RATE LIMIT	Y	N	NA
Class/Division Limits [173.6(a)]				Packaging [173.6(b)]			
Division 2.1				Leak tight / Sift proof / Securely closed			
Division 2.2				Secured against movement / Protected			
Division 2.2, ASME ≤ 70 gallons				Original package or equivalent			
Class 3				Single package secured in cage, box, bin, compartment			
Division 4.1				Gasoline [173.6(b)(4)]			
Division 4.3, PG II or III, ≤ 1 oz.				Plastic or metal (no glass)			
Division 5.1				Plastic (UL/FM): 1 quart or less per 29 CFR 1910.106(d)(2)			
Division 5.2				Metal (UL/FM): 5 gallons or less per 29 CFR 1910.106(d)(2)			
Division 6.1				Safety can: 5 gallons or less per 29 CFR 1926.152			
Division 6.2, not Category A infectious substances (see other limits)				UN specification container: 8 gallons or less			
Class 8				Cylinders [173.6(b)(5)]			
Class 9				Division 2.1 or 2.2			
ORM-D				Outer packaging not required			
3, 4.1, 5.1, 5.2, 6.1, 8, 9, ORM-D Non-Bulk Limits				Valves tightly closed			
PG I ≤ 1 lb. solid / 1 pint liquid				Hazard Communication [173.6(c)]			
PG II / III / ORM-D ≤ 66 lbs.				Common name or PSN marking			
Class 9 Bulk Limits				RQ, if applicable			
400 gallons ≤ 2 percent concentration				Bulk Class 9 ID number marking			
Div 6.2 Limits [173.6(a)(4)]				Cylinder marking/labeling			
Diagnostic / Biological package limits				Driver Requirements			
Regulated medical waste limits				Driver informed of HM / RQ			
Self-Reactive or TIH / PIH or Hazardous Waste				Driver informed of 173.6 requirements			
Self-Reactive / TIH / HW not eligible for MOT				Aggregate Volume Limit			
				Aggregate gross weight ≤ 440 lbs.			
				Class 9 Tank ≤ 400 gallons			