



Step 4: Labeling, Marking, and Documenting Requirements Job Aid

Use the table below as a reference for labeling, marking, and documenting requirements for the various classifications and modes of transport.

Mode of Transport	Classification	Required Labeling & Marking	Required Documentation
Motor vehicle courier	Not subject to DOT regulations	Outer packaging: <ul style="list-style-type: none"> • Shipper and consignee information 	None
	Category B	If overpack is used: <ul style="list-style-type: none"> • Marks and labels for each inner package Outer packaging: <ul style="list-style-type: none"> • UN3373 mark • Proper shipping name • Responsible person contact information on outer package or in documentation • Shipper and consignee information Primary or secondary packaging: <ul style="list-style-type: none"> • Biohazard symbol if the substance contains blood or is contaminated with human blood 	None
	Category A	If overpack is used: <ul style="list-style-type: none"> • Marks and labels for each inner package Outer packaging: <ul style="list-style-type: none"> • UN specification mark • 6.2 infectious substance label • Proper shipping name • Responsible person contact information • Shipper and consignee information • Package orientation labels if package contains more than 50 ml of liquid 	<ul style="list-style-type: none"> • Itemized list of contents • Shipping papers with a 24/7 emergency contact (Shipper's Declaration can satisfy) • Emergency response information, such as Guide 158.

Mode of Transport	Classification	Required Labeling & Marking	Required Documentation
		Primary or secondary packaging: <ul style="list-style-type: none"> • Biohazard symbol if the substance contains blood or is contaminated with human blood • Primary receptacle or secondary packaging must be capable of withstanding an internal pressure of 95 kPa without leakage 	
	Dry ice	If overpack is used: <ul style="list-style-type: none"> • Marks and labels for each inner package and dry ice Outer packaging: <ul style="list-style-type: none"> • Class 9 Miscellaneous Dangerous Goods label • UN1845 mark • Net weight of dry ice in kg • Proper shipping name (Carbon dioxide, solid or Dry Ice) • Category B substances should indicate that the material being refrigerated is being transported for diagnostic or treatment purposes (e.g., frozen medical specimens) 	None
USPS	Substance that does not meet Category A or B criteria	Follow DOT ground transport for Category B, omitting UN3373 mark and biological substances, Category B proper shipping name	None
	Exempt Human Specimen or Exempt Animal Specimen	If overpack is used: <ul style="list-style-type: none"> • Marks and labels for each inner package • Overpack label Outer packaging: <ul style="list-style-type: none"> • Shipper and consignee address Secondary packaging: <ul style="list-style-type: none"> • Biohazard symbol 	None
	Category B	If overpack is used: <ul style="list-style-type: none"> • Marks and labels for each inner package 	None

Mode of Transport	Classification	Required Labeling & Marking	Required Documentation
		<ul style="list-style-type: none"> • Overpack label Outer packaging: <ul style="list-style-type: none"> • UN3373 mark • Proper shipping name • Responsible person contact information • Shipper and consignee information Secondary packaging: <ul style="list-style-type: none"> • Biohazard symbol Primary receptacle or secondary packaging must be capable of withstanding an internal pressure of 95 kPa without leakage	
	Category A	Not allowed for transport by USPS	Not allowed for transport by USPS
	Dry ice	If overpack is used: <ul style="list-style-type: none"> • Marks and labels for each inner package and dry ice Outer packaging: <ul style="list-style-type: none"> • Class 9 Miscellaneous Dangerous Goods label • UN1845 mark • Net weight of dry ice in kg • Proper shipping name (Carbon dioxide, solid or Dry Ice) 	None
Air transport by IATA member airline such as FedEx or UPS	Exempt Human Specimen or Exempt Animal Specimen	If overpack is used: <ul style="list-style-type: none"> • Marks and labels for each inner package • Overpack label Outer packaging: <ul style="list-style-type: none"> • Exempt human specimen or exempt animal specimens label • Shipper and consignee information 	Air Waybill

Mode of Transport	Classification	Required Labeling & Marking	Required Documentation
	Category B	<p>If overpack is used:</p> <ul style="list-style-type: none"> • Marks and labels for each inner package • Overpack label <p>Outer packaging:</p> <ul style="list-style-type: none"> • UN3373 mark • Proper shipping name • Responsible person contact address • Shipper and consignee information <p>Primary or secondary packaging:</p> <ul style="list-style-type: none"> • Biohazard symbol if the substance contains blood or is contaminated with human blood <p>Liquids only: Primary receptacle or secondary packaging must be capable of withstanding an internal pressure of 95 kPa without leakage</p>	<ul style="list-style-type: none"> • Itemized list of contents • Air Waybill or Shipping Label generated using proprietary software (e.g., FedEx’s Ship Manager®)
	Category A	<p>If overpack is used:</p> <ul style="list-style-type: none"> • Marks and labels for each inner package • Overpack label <p>Outer packaging:</p> <ul style="list-style-type: none"> • UN specification mark • 6.2 infectious substance label • Proper shipping name • Responsible person contact information • Shipper and consignee information • Package orientation label (if primary receptacle exceeds 50 ml of liquid) <p>Primary or secondary packaging:</p> <ul style="list-style-type: none"> • Biohazard symbol if the substance contains blood or is contaminated with human blood 	<ul style="list-style-type: none"> • Itemized list of contents • Air Waybill or Shipping Label generated using proprietary software (e.g., FedEx’s Ship Manager®) • Shipper’s Declaration with a 24/7 emergency contact

Mode of Transport	Classification	Required Labeling & Marking	Required Documentation
	Dry ice	<ul style="list-style-type: none"> • Primary receptacle or secondary packaging must be capable of withstanding an internal pressure of 95 kPa without leakage <p>If overpack is used:</p> <ul style="list-style-type: none"> • Marks and labels for each inner package and dry ice <p>Outer packaging:</p> <ul style="list-style-type: none"> • Class 9 Miscellaneous Dangerous Goods label • UN1845 mark • Net weight of dry ice in kg • Proper shipping name (Carbon dioxide, solid or Dry Ice) 	Shipper's Declaration filled out for dry ice

This job aid is a component of the free, on-demand CDC training course "Packing and Shipping Dangerous Goods: What the Laboratory Staff Must Know." Find the course at <https://www.cdc.gov/labtraining>.