



# Sample Shipping Guide:

## From Canada to the USA

Always defer to the instructions from your in-house shipping agent or external courier service.

### Topics:

#### Determining the Type of Sample to be Shipped

- Refer to: [Guidance on Regulations for the Transport of Infectious Substances, World Health Organization](#)

#### Shipping Documents

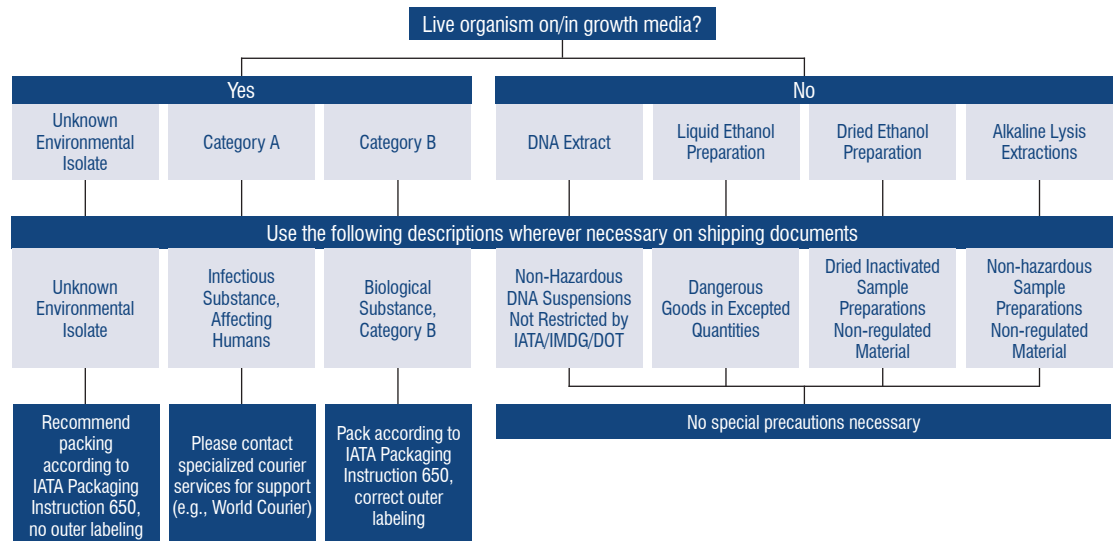
- Identification Request Forms
- Commercial Invoice
- Shipper's Declaration of Dangerous Goods
- CDC Permit (obtain from Charles River)

#### Recommended Packaging

### What Type of Sample Are You Sending?

- Unknown Environmental Isolate
  - Known Infectious Substance
    - Category A\*
      - An infectious substance which is transported 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
      - Infectious Substance, Affecting Humans (UN 2814) **OR** Infectious Substance, Affecting Animals (UN 2900)
    - Category B
      - An infectious substance which does not meet the criteria for inclusion in Category A
      - Biological Substance, Category B (UN 3373)
- Charles River requires special permits to allow the import of certain Category A microorganisms. Please contact Charles River if you believe you have a Category A sample.
- Visit [www.criver.com/accugenix](http://www.criver.com/accugenix) for approved sample types and guidelines for sample preparation.

### Labeling and Packaging Requirements



\* Examples of Category A substances may be found in the World Health Organization's ["Guidance on Regulations for the Transport of Infectious Substances."](#)

## Shipping Documents Required for International Shipments to the U.S.

Required Shipping Documents	Sample Types					
	Live Cultures (Unknown)	Live Cultures (Category B)	DNA Extract	Liquid Ethanol Preparation	Dried Ethanol Preparation	Alkaline Lysis Extractions
Charles River Identification Request Form	Yes Inside	Yes Inside	Yes Inside	Yes Inside	Yes Inside	Yes Inside
Airway Bill	Yes Outside	Yes Outside	Yes Outside	Yes Outside	Yes Outside	Yes Outside
Commercial Invoice	Yes Outside	Yes Outside	Yes Outside	Yes Outside	Yes Outside	Yes Outside
Shipper's Declaration of Dangerous Goods	Not Required	Yes Outside	Not Required	Not Required	Not Required	Not Required
CDC Permit	Yes Outside	Yes Outside	Yes Outside	Yes Outside	Yes Outside	Yes Outside
Biohazard Label	Not Required	Yes Secondary Container	Not Required	Not Required	Not Required	Not Required

### Identification Request Forms

- Place the appropriate form inside the box
- Available on the [Charles River Accugenix® Customer Web Portal](#). You can also contact Technical Support at +1.302.292.8888

### Commercial Invoice

- Canada to United States - **REQUIRED**
- Fill in the Description of Goods section with the following:
  - For Known Organism: "Biological Substance, Category B"
  - For Unknown Cultures: "Unknown Environmental Isolate"
  - For DNA Extracts: "Non-hazardous DNA Suspensions Not Restricted by IATA/IMDG/DOT"

- For Liquid Ethanol Preparations: "Dangerous Goods in Excepted Quantities"
- For Dried Alcohol Preparations: "Inactivated Sample Preparations Non-regulated Material"
- For Alkaline Lysis Extractions: "Non-hazardous Sample Preparations Non-regulated Material"
- Affix to outside of box
- Your courier service will support you in preparing a commercial invoice
- Adhere to regulations of shipping company and local government
- Templates can be found online from shippers

### Shipper's Declaration for Dangerous Goods

- Necessary only for known biohazards, Categories A and B
- Example: (Category B)
  - UN 3373 ID No.
  - Biological Substance, Category B
- Affix document to outside of box
- Available online from your carrier. An example is available from [www.Fedex.com](http://www.Fedex.com)
- Must have a trained IATA person or dangerous goods safety advisor

**SHIPPER'S DECLARATION FOR DANGEROUS GOODS**

<b>Shipper</b> Your Name Your Company Your Address		<b>Air Waybill No.</b> Page of Pages Shipper's Reference Number (optional)			
<b>Consignee</b> Charles River/ACogenix 614 Interchange Boulevard Newark DE 19711 USA Attn: Sample Receiving		For optional use for Company logo name and address			
Two completed and signed copies of this Declaration must be handed to the operator.		<b>WARNING</b> Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties.			
<b>TRANSPORT DETAILS</b> This shipment is within the limitations prescribed for: (delete non-applicable)		Airport of Departure: _____ Your Airport			
PASSENGER AND CARGO AIRCRAFT ONLY CARGO AIRCRAFT ONLY		Shipment type: (delete non-applicable) NON-DANGEROUS / DANGEROUS			
<b>NATURE AND QUANTITY OF DANGEROUS GOODS</b>					
Dangerous Goods Identification					
UN ID No.	Proper Shipping Name	Class (or Division) (Subsidiary Group) (Risk)	Quantity and type of packing	Packing Inst.	Authorization
3373	Biological Substance, Category B	6.2	Description of vessel used	650	
Additional Handling Information 24hr. Emergency Contact Tel. No. 555-123-4567					
I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labelled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. I declare that all of the applicable air transport requirements have been met.					
					Name/Title of Signatory John Smith/Shipper Place and Date Kingstons, Ontario CANADA Signature (see warning above)

### Permit to Import or Transfer Etiological Agents or Vectors of Human Disease

- Contact [del-customersupport@crl.com](mailto:del-customersupport@crl.com) for a copy of our most recent CDC permit
- Permit allows Charles River to receive isolates and DNA of etiologic agents from international clients
- Renewed every year
- States conformance requirements with 49 CFR Sections 171-180
- Not approved for select agents (42 CFR 73)
- Charles River provides document
- Affix to outside of box

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
 PUBLIC HEALTH SERVICE  
 Centers for Disease Control and Prevention  
 Office of Health and Safety, MS A-46  
 Atlanta, Georgia 30333  
 TEL: 404-718-9277; FAX: 404-718-2093; Email: [importperm@cdc.gov](mailto:importperm@cdc.gov)

**Permit to Import Infectious Biological Agents, Infectious Substances, and Vectors** SAFER • HEALTHIER • PEOPLE

In accordance with 42 CFR Section 71.54 of the Public Health Service Foreign Quarantine Regulations, cited on the bottom of this permit, permission is granted the permittee to import into any port under control of the United States, or to receive by transfer within the United States, the material described in item 1 below.

PHS PERMIT NO.	2017-04-061	
ISSUED:	Wednesday, April 26, 2017	EXPIRES: Thursday, April 26, 2018
1. DESCRIPTION OF MATERIAL	LABORATORY ISOLATES OF STREPTOCOCCUS SPECIES, ALTERNARIA SPECIES, ASPERGILLUS SPECIES, CANDIDA SPECIES, CLADOSPORIUM SPECIES, CURVULARIA SPECIES, EXOPHYTHA SPECIES, EXOSPHEGNUM SPECIES, FUSARIUM SPECIES, GEOTRICHUM SPECIES, MUCOR SPECIES, PAECILOMYCES SPECIES, PENICILLIUM SPECIES, TRICHOPHYTON SPECIES, TRICHOSPORON SPECIES, RHIZOPUS ORYZAE, STREPTOCOCCUS SPECIES, ACINETOBACTER SPECIES, ACTINOMYCES ISRAELII, AEROCOCCUS SPECIES, AEROMONAS SPECIES, BACILLUS CEREUS, BACILLUS AMYLOLIQUEFACIENS, BACTEROIDES SPECIES, BIFIDOBACTERIUM SPECIES, YERSINIA ENTEROCOLITICA, BORDETTA SPECIES, BURKHOLDERIA CENOECAPIA, BURKHOLDERIA CEPACIA, BURKHOLDERIA GLADII, BURKHOLDERIA LATA, BURKHOLDERIA MULTIVORANS, BURKHOLDERIA STABILIS, BURKHOLDERIA VIETNAMESIS, CAMPYLOBACTER SPECIES, CRYPTOSPORIDIUM SPECIES, CLOSTRIDIUM SPECIES (EXCLUDING NEUROTOXIN PRODUCING SPECIES), COMAMONAS TESTOSTERONI, CORNIBACTERIUM SPECIES, CRONOBACTER SAKAZAKI, DELTIA SPECIES, ENTEROBACTER SPECIES, ENTEROCOCCUS SPECIES, ESCHERICHIA SPECIES, GARDNERELLA VAGINALIS, GEMELLA SANGUINIS, GORDONIA SPECIES, HAEMOPHILUS SPECIES, HELICOBACTER PYLORI, KLEBSIELLA SPECIES, KINGELLA KINGAE, TSUKAMURELLA PULMONIS, VAGOCOCCUS FLUVIALIS, VIBRIO SPECIES, LEUCONOSTOC SPECIES, LISTERIA MONOCYTOGENES, MORAXELLA SPECIES, MORGANELLA SPECIES, MYCOPLASMA ORALE, MYCOPLASMA PNEUMONIAE, NEISSERIA SPECIES, PROPIONIBACTERIUM SPECIES, PROTZEUS SPECIES, PROVIDENCIA STUARTII, PSEUDOMONAS SPECIES, PSEUDOXANTHOMONAS SPECIES, RANIELLA AQUATILIS, RAOULETTELLA SPECIES, RHODOCOCCUS SPECIES, ROSEMONAS SPECIES, SALMONELLA SPECIES, SERRATIA SPECIES, SHEWANELLA SPECIES, STAPHYLOCOCCUS SPECIES, OR STENTROPHOMONAS SPECIES.	
2. PERMITTEE (NAME, ORGANIZATION, ADDRESS AND CONTACT INFORMATION)	BETH BURKE ACCUGENIX, INC. (SUBS. OF CHARLES RIVER LABORATORIES) 614 INTERCHANGE BOULEVARD NEWARK, DE 19711	
3. SOURCE OF MATERIAL (NAME, ORGANIZATION, ADDRESS, COUNTRY)	WORLDWIDE	
4. TYPE OF PERMIT AND INSTRUCTIONS FOR USE	As the permittee, your facility will be subject to inspection at some time in the future to confirm that the importer's biosecurity measures are commensurate with the hazard posed by the items to be imported and the level of risk given its intended use.	
5. CONDITIONS OF ISSUANCE (ITEMS APPLICABLE WHEN CHECKED)	A. Record of each importation shall be maintained on permanent file by permittee. B. One label shall be affixed to shipping container. Enclosed labels may be photocopied. C. A. Subsequent distribution, within the U.S. of the material described in this permit is prohibited without prior authorization by the Public Health Service. B. All material is for laboratory use only - Not for use in the production of biologics for humans or animals. C. All material is free of tissues, serum and plasma of domestic and wild ruminants, swine and equines.	

CDC 0728 (F 13.40) REV. 4-13

42 CFR 71.54. Permit to Import Biological Agents, Infectious Substances, and Vectors  
 A person may not import into the United States any infectious biological agent, infectious substance, or vector unless: It is accompanied by a permit issued by the Centers for Disease Control and Prevention (CDC). The possession of a permit issued by the CDC does not satisfy permitting requirements placed on materials by the U.S. Department of Agriculture that may pose hazards to agriculture or agricultural production in addition to hazards to human health.

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### **Packaging - Triple Containment**

- In accordance with IATA Packing Instruction 650
- Required for UN 3373, Biological Substance, Category B
- Recommend for non-regulated “unknown environmental isolate”

### **Charles River Recommendations**

- Ship agarose plates at ambient temperature
  - Do not send blue ice packs/dry ice
  - Ship overnight via traceable courier
- Choose your descriptions carefully:
  - Known infectious substance:  
“Biological Substance, Category B”

- Unknown organisms:  
“Unknown Environmental Isolates”
- DNA extract:  
“Non-hazardous DNA Suspensions Not Restricted by IATA/IMDG/DOT”
- Liquid ethanol preparation:  
“Dangerous Goods in Excepted Quantities”
- Dried ethanol preparation:  
“Non-regulated Material - Dried Inactivated Sample ”
- Alkaline Lysis extraction:  
“Non-hazardous Sample Preparations - Non-regulated Material“
- Do not use for description of goods:
  - Pharmaceuticals, Bacteria, Genetic Material, Baby Formula, DNA, Medical, Microbiological, etc., or sample(s) will be delayed!