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## **Quick Guide for Packaging and Labeling Category B Biological Substances**

**Category B infectious substances must be packaged according to DOT regulations (49CFR173.199) which harmonize with IATA Standards (Packing Instructions #650).**

The Category B mailing system must consist of **three** containers:

- Primary receptacle (ex. blood collection tube, screw cap vial, etc.)
- Secondary container (**leak proof**)
- Outer (tertiary) mailing container (rigid outer packaging)



### **1. PRIMARY Receptacle**

- **Must be leak proof.** To reinforce seal - stretch and wrap parafilm around the outside of the closed container.
- Wrap the primary receptacle with a cushioning and absorbent packing material. There must be enough absorbent material to contain the entire liquid contents if the primary receptacle is broken.
- Specimens should be packed securely but not so tightly as to be difficult to remove from the container.

### **2. Place the primary receptacle into the SECONDARY container.**

- Place primary receptacle in a biohazard bag or other leak proof container.
- Ensure that secondary container is sealed and leak proof before placing in outer container.
  - Do not place requisitions or paperwork inside of the secondary container.
  - Do not place ice, ice packs or dry ice in the secondary container.

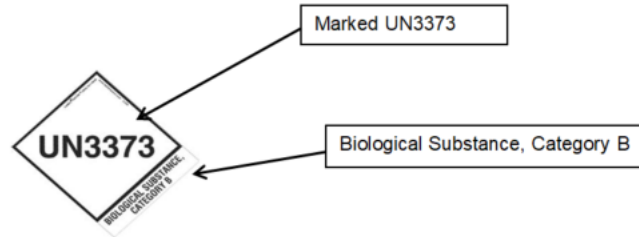
### **3. Place a BIOHAZARD LABEL on the outside of the SECONDARY container. *This is required by OSHA.***

- **DO NOT** place this label on the **OUTER** container.
- The package may be **REJECTED** if the biohazard label is on the outer container.

### **4. Place the secondary container in the outer mailing container.**

### **5. If cold packs are needed, place them between the secondary and outer container. *Do not use wet ice.***

6. Place the requisition and accompanying documents into a plastic zip-lock bag to protect documents. *An itemized list of contents (primary containers) must be placed between the secondary container and the outside packaging.*
7. Close the outer mailing container, following the manufacturer's instructions.
8. Place a **UN3373, Biological Substance, Category B** label on the outer mailing container unless it has been preprinted on the box.



9. Write the Shipper address on the outside of the outer mailing container.
  - o Write the name and telephone number of a responsible person (during normal business hours)
10. Write the consignee/recipient address on the outside of the outer mailing container.

