

## EHS Releases Online Course for Shipping Small quantities of Hazardous Materials EH&S Environmental Programs

EH&S Environmental Programs and Training and Communications have developed and released "Excepted Quantities" an on-line course that provides instruction regarding the requirements for shipping small amounts (samples) of hazardous materials. Upon completion of the course, you will be certified to ship these materials by FedEx, UPS or other carriers who accept hazardous materials (NOT the US Postal Service).

Please remember, just like shipping materials with dry ice, you are not allowed to ship these materials unless you are certified. There is no exemption from the training requirement, no matter how small the sample is.

As an example, perfume containing alcohols or other flammable material is regulated and you may not ship it unless you are certified. Other examples of regulated materials are NiCad batteries, any batteries if shipped by air, paints, equipment containing gasoline, and aerosol cans.

The course is listed in STARS as "EHS-PROG-2650", with the title "Excepted Quantities". If you have any questions, please contact EH&S at 723-0448.



## Federal Aviation Administration (FAA) to Review Shipping Records for Stanford Labs EH&S Programs Management

This spring the FAA will inspect Stanford's compliance with Federal shipping requirements. Any individual who prepares and offers for shipment any hazardous material from Stanford University must be trained and certified. Government agencies, including the FAA, enforce strict and detailed regulations to assure the safety of all modes of transportation of "Dangerous Goods."

If you ship dry ice, hazardous materials, or any other regulated "dangerous goods," you must be current in your certification of training to ensure the material is properly packaged and labeled or you will be in violation of Federal Law. The training and certification for shipping "dangerous goods" packages must be repeated within every two year period to be valid. A record of your training must be available for review upon request of Federal inspectors during the upcoming review of training records and interviews of individuals who have signed the shipping papers. For directions on printing your training records, go to:

<http://ehs.stanford.edu/training/toprint.html>

"Dangerous goods" include, but are not limited to, materials that are flammable, combustible, corrosive, reactive, oxidizing, toxic, radioactive, infectious, asphyxiating, elevated in temperature, or compressed, including aerosol cans. Dry ice is also regulated as a dangerous good in air shipments. If you are unsure whether your material is a "Dangerous Good" consult the MSDS for the product, call EH&S at 723-0448, and/or check the website at:

<http://hazardousmaterialshipping.stanford.edu>

The person(s) packing the material and/or signing the shipping papers must be trained and hold current certification for the shipping of dangerous goods. Past inspections involving a single out of date training record violation have resulted in a \$4,000 penalty, which eventually was assessed to and paid by the laboratory in which the violation occurred.

If you need training or assistance in preparing to ship "Dangerous Goods" from Stanford, please contact En-

Environmental Health and Safety at 723-5069 to consult with a certified hazardous materials shipper. EH&S personnel are available and ready to help prepare any "hazardous material" for shipment.

### Biological Materials and/or Dry Ice Shipments

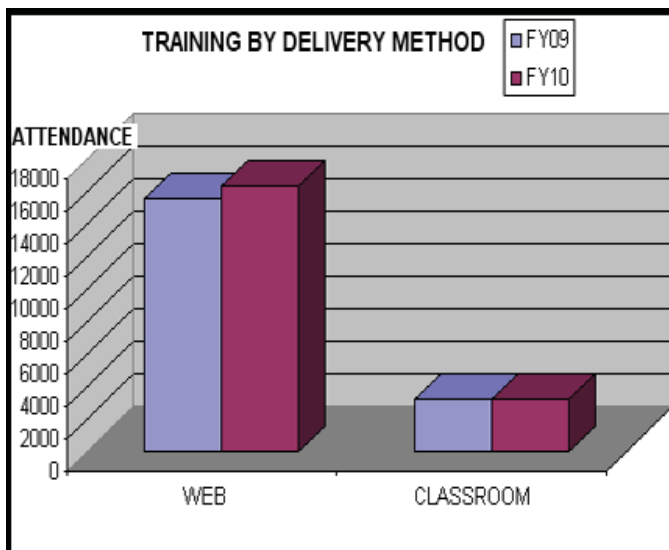
If you are shipping biological or other materials and using dry ice to preserve the samples, it must be shipped as a "dangerous goods" shipment. You may complete the training requirement for biological materials shipments via an EH&S on-line training program. Check the Biosafety section of the EH&S website for information regarding the on-line training program to meet your biennial training requirement.

[http://ehs.stanford.edu/researchlab/bio/practical.html#danger\\_goods](http://ehs.stanford.edu/researchlab/bio/practical.html#danger_goods)

## Stanford's Environmental Health and Safety Online Safety Training EH&S Training and Communications

Over the last several years, the number of members of the Stanford community who are taking EH&S safety training has risen. Along with this rise is an increase in the number of employees taking the courses online.

As the chart below shows, the number of employees who are taking training on the web (through STARS) is significantly higher than the number taking in-person training classes.



Training and Communications continues to transfer to the web all training that lends itself to online learning. The online training classes free the live instructors to do what they do best: provide personal, focused face-to-face support when it is needed.

## New Radiation Safety Manual Released EH&S Health Physics Group

Health Physics is happy to announce that the revision of the Radiation Safety Manual is finally complete. The new Radiation Protection Guidance for Hospital Staff is also finished. Both can be found on the Health Physics page of the EH&S website:

<http://ehs.stanford.edu/researchlab/radlaser/index.html>

## WasteTag Online Chemical Waste System Gaining Acceptance EH&S Environmental Programs

EH&S is pleased to announce that the user-friendly "WasteTag Online" system continues to gain in popularity. Approximately 25% of all containers picked up by EH&S have been labeled using the online wastetag system. The URL is <http://wastetag.stanford.edu>.

WasteTag creates labels and manages pickup requests from one interface. We encourage all waste generators to log in and use the system. We are sure you will find it helpful and easy to use.

A couple things to keep in mind:

- 1) Login only with your individual SUNet ID. Group login IDs are not appropriate for use with hazardous waste.
- 2) Some older computers may work fine, except that in some cases the printed tag does not contain a barcode. If this happens to you, please contact EH&S at 723-0448.
- 3) You may receive security warnings when logging in. Do not be concerned, the system is secure.

**EH&S News and Notes is published by the EH&S Training and Communications Group. Send feedback to [rbedgar@stanford.edu](mailto:rbedgar@stanford.edu).**