

Hazardous Materials Guidance

Avoid common violations:

- **PERMITS – Refer to landstaronline.com for a permit reference guide by state & printable permits**
 - Replace expired permits to avoid unnecessary violations, fines, & CSA points.
- **SECUREMENT – One securement violation is up to 36 points on CSA**
 - Supervise the loading process & ensure cargo is properly secured (hazardous or not).
 - Block low & brace higher up everywhere there is empty/void spaces throughout the entire trailer.
 - Shrink wrap &/or banding alone are not sufficient securement. Blocking & bracing of pallets is also required.
 - Load bars & straps in e-track should be used. Load locks with the rubber foot are **not** reliable.
 - Do not use damaged (cut, frayed straps, etc.) securement devices.
- **LOCK & SEAL TRAILER DOORS – When possible, start with Landstar seals**
 - Check the load often to make necessary adjustments when straps have loosened, freight has shifted, etc.
 - Regulation (FMCSR) 392.9 requires inspection of cargo. Cargo securement must be checked within the first 50 miles, at every change of duty status, & after driving for 3 hours or 150 miles.
 - Use these opportunities to walk around to check every placard, your tires & equipment.
- **SEALED LOADS – Never break a customer's seal without getting their permission**
 - On shipper sealed trailers, any time you suspect the cargo may have shifted or become loose, you must ensure cargo is properly secured.
 - Contact the dispatching agent. Get proper permission from the shipper before breaking shipper's seals.
- **FLATBED/PLATFORM TRAILERS – Replace damaged (cut/frayed straps, bent chain links, etc.) securement devices immediately**
 - Make sure the proper amount of tie downs have been used for the weight & length of the load.
 - Violations received for insufficient &/or damaged securement devices are up to 36 points on CSA.
- **PLACARD DISPLAY – Lost &/or damaged placards must be replaced immediately**
 - Inspect placards often while in route.
 - Landstar operators may receive a free set of plastic placard shields by emailing a request to hazmat@landstar.com. Include the preferred mailing address & truck number with the request.
- **FIRE EXTINGUISHERS – All fire extinguishers must be mounted & secured**
 - They must be fully charged at all times & readily accessible.
 - Hazmat loads require at least a 10 B:C type extinguisher.
- **ERG – Current Emergency Response Guidebook**
 - Keep the book in the same manner as hazmat shipping paper(s) while in transit, within reach, with the seatbelt fastened, & readily visible to an officer or in the driver side door pouch. The hazmat shipping paper(s) should remain on top of all paperwork & books.
 - Know how to locate the appropriate guide(s) in the book.
 - Do not provide an officer hazmat shipping paper(s) enclosed in the book.
- **LOGS – Must be kept current to the last change of duty status**
 - Make sure the logs are true & accurate using supporting documentation.
 - Keep the previous 7 days in your possession.
 - Additional information is provided on landstaronline.com
- **STATUS UPDATES**
 - BCO/Truck Operators must update their status daily for all loads.
 - Status updates can be done via Landstar Connect mobile application, the IVR (interactive voice response) system 1-800-972-9490, & on landstaronline.com
 - Alternate status update methods: Contact the dispatching agent or the Freight Operations department.
 - Status updates must be entered as the local time zone where the truck is located.
- **SAFETY PERMITTED COMMODITIES – Electronic Log Device Required - MANDATORY specific communications for shipments of class/division: 1.1, 1.2, 1.3, 1.5, 2.3, & 6.1 (Poison Inhalation Hazards Zone A & B)**
 - Add required HMSP remarks to logs when departing shipper & in possession of permitted material(s), at every change of duty status, & when permitted material(s) have been delivered.
 - See Hazmat Safety Permit Communication Training on landstaronline.com
- **COMPLIANCE UPDATES ARE AVAILABLE - Please visit our websites: landstaronline.com & elearn.landstar.com**
- **HAZMAT SHIPPING PAPER/PLACARD GUIDANCE – Continue on the next page**

This checklist will assist in your preparation for compliant hazardous material shipments. The front portion of the Hazardous Materials Compliance Pocketbook provides valuable information to use as well.

Shipping Papers: Shipper's responsibility to provide (operators should NEVER fill out hazmat bills)

- ___ 1. Shipper name & address
 - ___ 2. Consignee name & address
 - ___ 3. Identification number as indicated in the Hazardous Material Table in column 4 (example: UN1263 or NA1760).
 - ___ 4. Proper shipping name as indicated in the Hazardous Material Table in column 2. The letter "G" in column 1 indicates one or more technical names must be entered in parenthesis () in association with the basic hazmat description.
 - ___ 5. Hazard class/division as indicated in the Hazardous Material Table in column 3 (include any additional sub hazards in parenthesis () indicated in the Hazardous Material Table in Column 6).
 - ___ 6. Packing Group (I, II or III) as indicated in the Hazardous Material Table in column 5.
 - ___ 7. Piece count, package type & weight with the unit of measure (lbs, kgs, etc.) are required for each hazmat entry.
 - ___ 8. Hazmat descriptions must be either entered first in the description area, or be entered in a contrasting color (may be highlighted) or be identified by an "X" placed before the basic shipping description in a column captioned "HM." The "X" may be replaced by "RQ" if appropriate.
 - ___ 9. Emergency response phone number (24/7) must be indicated & must include the registrant's company name or contract #.
 - ___ 10. Shipper's certification statement must be present on the hazmat shipping paper/BOL & legibly signed by the shipper either manually, by typewriter or by other mechanical means.
 - ___ 11. When shipping inhalation hazard materials, ensure the shipping description indicates Poison Inhalation Hazard- Zone A, B, C or D as appropriate or Toxic Inhalation Hazard Zone A, B, C or D as appropriate when required.
- **Each description of a hazardous material must be in sequential order of ID Number, Proper Shipping Name, Hazard Class(es) & Packing Group (PG) when PG is required, which reflects the order of 3, 4, 5 & 6 from checklist above. Abbreviations are prohibited except for packaging type, unit of measure, limited quantity (LTD QTY), or reportable quantity (RQ).**
 - **Emergency response information** must accompany the shipment. Keep the 2016 Emergency Response Guidebook with the shipping papers (BOL on top), within reach with your seatbelt fastened & readily visible or in the driver's door pouch. Know what guide number(s) apply to the materials being transported.
 - **Placards:** Shippers must furnish placards when required. Reference the Placard section in General Requirements of the Hazardous Materials Compliance Pocketbook to determine proper placards. They must be in good condition & affixed to a background of contrasting color. Request additional placards if possible in case they are lost in route. Ensure they are in place on the vehicle prior to departure. Check them often while in route & immediately replace if lost or damaged.
 - **Remove all placards upon delivery**, leaving no pieces of the placards on the trailer.
 - **Shipments with bulk packages** (tote bins, super sacks, tanks, etc.) require placards with the Identification number (specific size & font) in the center for each different material in bulk packaging, even if the contents is residue only. The Identification number is the 4 digit UN/NA number of the material. **ID numbers cannot be handwritten on placards!**
 - **Shipments with large quantities of non-bulk packaging** – A transport vehicle or freight container containing only a single hazardous material in non-bulk packages must be marked, on each side & each end with the material's identification number, subject to the following:
 - Each package is marked with the same proper shipping name & identification number;
 - The aggregate gross weight of the hazardous material is 4,000 kg **(8,820 lbs) or more;**
 - All of the hazardous material is loaded at one facility; **&**
 - The transport vehicle or freight container contains no other material hazardous or non-hazardous.
 - **ID number markings** must be displayed across the center area of the primary hazard class placard, a white square on point, or an orange panel. Affixed to a background of contrasting color, clearly visible, & at least 3 inches away from markings/advertisements on the trailer (other than hazmat placards). The 4 digit ID numbers must be 3.5 inches tall (3.9 inches tall if on orange panels), black, durable, pre-printed, or number stickers (not handwritten).
 - **Labels** must represent the hazard class of the product being shipped. Labels must be securely affixed to each package near the proper shipping name, un-obscured & away from any other markings. Multiple labels are required when subsidiary hazards are present including "Toxic by Inhalation/Poisonous Inhalation Hazard" (see Special Provision codes in column 7 of the Hazardous Materials Table). Definitions of the codes are located in the back of the Hazardous Materials Compliance Pocketbook. Almost all non-bulk packaging must also show proper shipping name & the UN or NA identification number. For "limited quantities" refer to the Exceptions section of the Hazardous Materials Compliance Pocketbook.
 - **Bulk packaging** must be marked with the material's ID number. Most often will be placard size labels. Labels are required to be on 2 or more sides of the package, depending on the size of the packaging.
 - **Mixed loads:** Check the Hazardous Materials Load & Segregation Chart. Certain materials may not be compatible. *Poison & radioactive materials may not be loaded with food/feed products (including materials with 6.1 subsidiary hazards).