Safety Policy Arrangement 53-2010 Transport of Biological Materials

Statement
The University of Dundee is committed to ensuring that biological materials reach their destination safely.

Definition
Biological materials are:
1. cultures of micro-organisms, including genetically modified micro-organisms
2. blood, tissue and other specimens that contain micro-organisms, including genetically modified micro-organisms
3. blood, tissue and other specimens that may contain micro-organisms, including genetically modified micro-organisms
4. other infectious substances such as viral genomes and prions

Arrangements
Reporting lines are detailed in the University Health & Safety policy. Specific responsibilities for managing risks arising from transport of biological samples are outlined below.

Staff and students must contact their Biological Safety Adviser before sending biological materials by road, rail, sea or air transport. Biological Safety Advisers will ensure staff and students are aware of this responsibility.

Biological Safety Advisers must contact Safety Services before advising staff on arrangements for transport of biological materials.

Safety Services will ensure biological samples are packaged and labelled correctly, and transported by a suitable courier. They will categorise Biological Materials into one of four categories for transport:
1. Category A: An infectious substance which is transported in a form that, when exposure occurs, is capable of causing a permanent disability, life threatening or fatal disease to humans or animals. They are assigned UN 2814 or 2900, and must be packaged according to Packing Instruction 602
2. Category B: All other infectious substances. They are categorised UN 3373-Biological Substance and must be packaged according to Packing Instruction 650
3. Exempt substances: Human or animal specimens for which there is minimal likelihood that pathogens are present, and that are transported in packaging that will prevent leakage. Packaging that will prevent leakage is:
   (a) an inner package comprising:
   (i) a watertight primary receptacle(s);
(ii) a watertight secondary packaging; and
(iii) absorbent material in sufficient quantity to absorb the entire contents placed between the primary receptacle(s) and the secondary packaging; if several primary receptacles are placed in a secondary packaging then they should be individually wrapped to prevent contact.

(b) a robust outer package.

Paperwork within the package should include the delivery address, sender’s details, and a description of the contents (eg number, volume, blood samples for research). The package should be labelled ‘Exempt human specimen’ or ‘Exempt animal specimen’ as appropriate and with emergency contact details.

4. Genetically Modified Micro-organisms that are capable of altering animals, plants or microbiological substances in a way which is not normally the result of natural reproduction which are not Category A or B are assigned UN 3245. They must be packaged according to Packing Instruction 913.