

I certify that my employee has read this booklet and understands the material contained in it.*

Employee Name (print)

Employer Name (print)

Employer Signature

Date

IMPORTANT:

Keep a copy of this booklet and signed certification for three years.

**Hazardous materials employers must train, and test employees working with hazardous materials to ensure they are familiar with applicable USDOT regulations and know how to perform their job safely. After successful completion of the above training and testing, employers must certify and document.*

Updated by

- Minnesota Department of Transportation
651-215-6330
motorcarrier@state.mn.us
www.dot.state.mn.us/cvo
- Minnesota Pollution Control Agency
651-296-6300
800-657-3864
www.pca.state.mn.us

This document is intended as a resource and does not reflect all the requirements of Minnesota or federal law or regulations. While this information can be used as part of required USDOT hazmat employee training, additional training may be required for a VSQG employee. For additional assistance contact the MPCA or the Minnesota Department of Transportation.

w-hw2-54b

TRANSPORTATION GUIDELINES

FOR VSQG COLLECTION PROGRAMS

**YOU MUST read
and follow this
guide when
shipping
your waste.**

When the employee has completed and understands this material, the employer must complete and sign the certification on page 8.

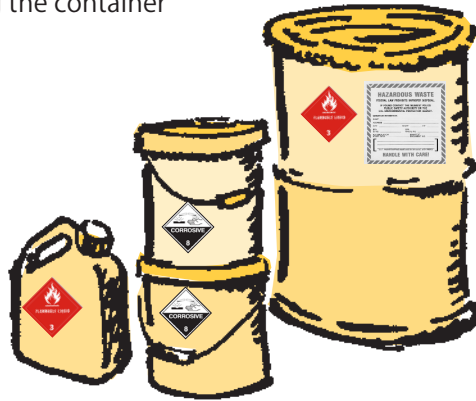
January 2016

1. Select a shipping container

Each kind of waste must be transported in a specific kind of container in order to prevent problems such as chemical reactions, leaks or difficulty opening the container at the collection sites.

Be sure all containers are sealed and do not leak.

If the original container and its closure are in good condition, it is usually the best container to use for shipping the waste. It must sit for 24 hours after closing, then be checked for leaks.



If the original container is not available or is in poor condition, overpack or repackage in a container authorized for that waste by the USDOT Hazardous Materials Regulations.

Type of material	Recommended container— MUST BE SEALED!
Flammables & Solvents	Metal buckets or cans (Some plastic containers are also compatible)
Acids & Bases (Corrosives)	Glass (if overpacked in plastic or cardboard), plastic or lined drums
Paints	Original container, paint can, buckets
Pesticides	Glass (if overpacked in plastic or cardboard), plastic or lined drums

If your waste is not in its original container, or one of the same design, contact your collection program operator for guidance on hazmat package selection.

8. Accidents are your responsibility

You are responsible for any accidents or mishaps prior to arrival and acceptance of the waste at your collection program site.

In case of an accident or spill during transport, immediately:

- Call 911; **AND**
- Call the 24-hour State Duty Officer at 1-800-422-0798 or (651) 649-5451.

If you use a vehicle or vehicle and trailer combination weighing more than 10,000 pounds gross weight, you must also:

- have motor carrier liability insurance of at least \$1,000,000
- meet DOT driver qualification requirements
- meet DOT vehicle maintenance requirements.



If you transport any quantity of 2.3, 4.3, 5.2 type B temperature-controlled organic peroxide or any 6.1 packing group I, Zone A or B poison inhalation hazard materials or more than 1,000 pounds gross weight of any other class division of materials eligible for the program, you must also:

- placard the vehicle
- stop at all railroad crossings
- not smoke within 25 feet of the vehicle if it contains Class 3, Division 4.1, 4.2, or 5.1 materials
- have a commercial driver's license with a hazardous materials endorsement
- register with the USDOT as a hazardous materials transporter.

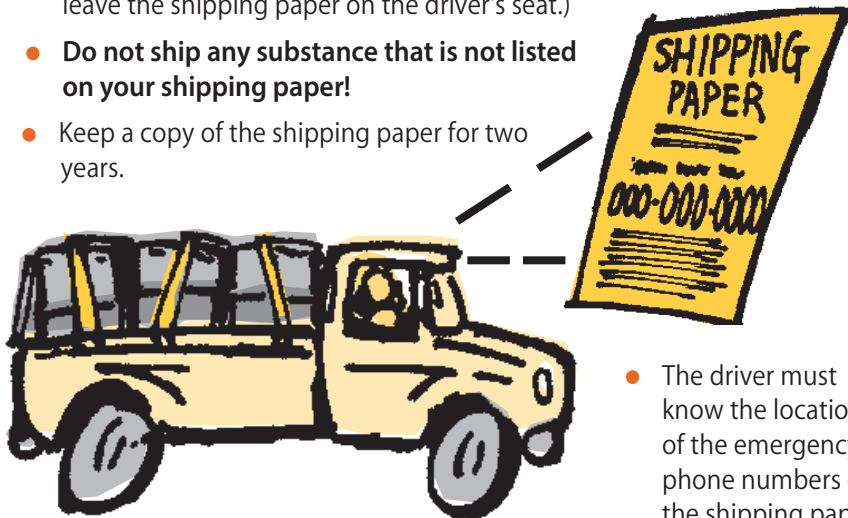
6. Equip the vehicle

- Secure a 10 B:C fire extinguisher in an area immediately accessible to the driver.
- Equipping the vehicle with a shovel and an absorbent material is strongly recommended.



7. Keep the shipping paper

- During transport, the shipping paper and emergency information supplied by your collection program must be kept within the driver's reach when restrained by a seat belt. (If a driver must leave the vehicle for a short time, leave the shipping paper on the driver's seat.)
- Do not ship any substance that is not listed on your shipping paper!**
- Keep a copy of the shipping paper for two years.











- The driver must know the location of the emergency phone numbers on the shipping paper.

- Remind the driver to deliver the waste directly and without delay to the collection program.
- Some materials may qualify for reduced transport requirements under the DOT Materials of Trade exemption. Contact your collection program for information.

2. Mark and label each container

Print the DOT shipping name and its ID number on each container—for example, "Paint, UN1263"—and attach the required label or labels next to the name and ID number on the package. Labels will be supplied by your collection program. Some examples are shown below. If you have questions, call your collection program.

	Hazard Class 2 Gas - Division 2.1 Flammable Gas; 2.2 Nonflammable Gas; 2.3, Poison Gas* Includes all products in aerosol cans
	Class 3 Flammable Liquids Includes gasoline and other fuels, oil-based paint, roofing tar, adhesives and solvents
	Class 4 Flammable - Division 4.1 Flammable Solids; 4.2 Spontaneously Combustible; 4.3 Dangerous When Wet* Includes finely divided metals such as zinc powder, aluminum powder and bronze dust
	Class 5 Oxidizers - Division 5.1 Oxidizers Includes calcium chlorate, sodium nitrate, stump removers and soot removers
	Class 5 Oxidizers - Division 5.2 Organic Peroxides* Includes methyl ethyl ketone peroxide and benzoyl peroxide
	Class 6 Toxics - Division 6.1 Toxic Substances * (see 2.3 for poison gases) Includes pesticides such as rotenone, DDT, 2, 4-D and diazinon, as well as poisons such as arsenic, lead, mercury, cadmium and cyanide
	Class 8 Corrosives - Division 8 Corrosives Includes all acids, bases, drain cleaners and toilet bowl cleaners
	Class 9 Miscellaneous Hazardous Material Includes PCBs

* If you transport these wastes, additional requirements apply. See page 7.

3. Package incompatible wastes

Incompatible wastes must not be mixed or packed together because of the possibility of dangerous chemical reactions.

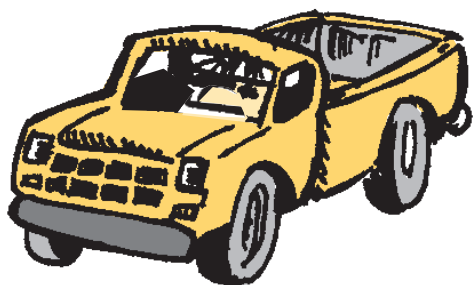
Common incompatible materials

- Acids and Bases
- Acids and Cyanides
- Acids and Pesticides
- Oxidizers and Ignitable or Flammable Materials
- Oxidizers and Pesticides

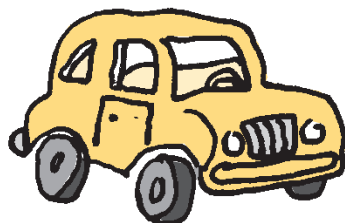
Your collection program will provide specific information on how to segregate and package your waste(s).

4. Select a vehicle

Use a 1-ton or lighter company pickup for transport.



If a pickup is not available, a passenger car or van may be used but, package and secure the waste well to ensure the driver's safety.



If you use a vehicle or vehicle and trailer combination heavier than 10,000 pounds gross weight, or carry more than 1,000 pounds of hazmat, additional requirements apply. See page 7.

5. Segregate incompatibles, secure the load

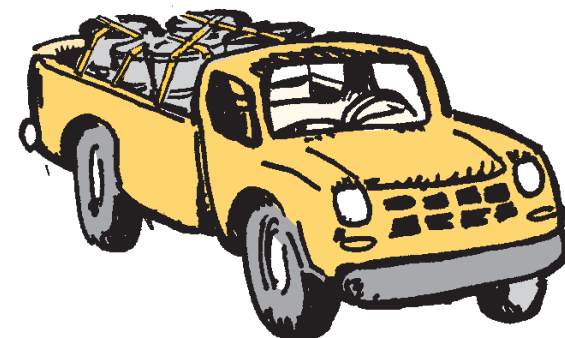
Follow specific instructions for segregating incompatible wastes provided by your collection program.

Secure the load in two ways:

1. Secure each container and any other cargo against side-to-side and forward and back movement within the truck or trailer, by using securement devices such as synthetic webbing, straps, chains or other approved fastening devices that are designed and installed to handle the weight, mass and shape of the containers. (Boxes with cardboard inserts may be ideal for keeping cans and other containers from rubbing against each other during transport.)
2. Secure each container and other equipment such as spare tires, jacks, etc. against side-to-side and forward and back movement within the truck bed or vehicle by using straps, strong rope or other devices designed to handle the weight of the load. (Do not use bungee cords!)

Reminders

1. Don't load Class 8 materials above or next to Class 4 or 5 materials.
2. Carrying any 2.3, 4.3 or poison inhalation hazards? Don't forget placards! See page 7.



If you transport more than 1,000 pounds (about 1-1/2 drums liquid), additional requirements apply. See page 7.