



TDG Process

TDG Procedures at Benson

This is not a substitute for the ACT training, but a supplement dealing with specific procedures used at Benson.

Benson has an automated system for generating TDG paperwork to accompany any Dangerous Goods.

The trigger for the TDG paperwork to be generated is a letter in the *Shipping Indicator* field (found on Page 2 of the Part Inquiry screen).

Autoparts Extra - 192.168.1.1 VT

IVF005 BENSON DISTRIBUTION CENTER (030) STORE: 030 3/13/15
PART D07124RA ITEM FILE PART INQUIRY MODE: PAGE 2

DNB CSE: [] VENDOR.: [ACD] LENGTH.: [0.0] HEIGHT.: [0.0]
RBT/ACT: [] [Y] VCF....: [0] WIDTH...: [0.0] SHIP IND: [E]
ADDED...: [2/27/13] VEN UN.: [EA] UPC CDE: [707773965061]
CCST...: [0.000] QSP/RND: [96] [Y] VEN PAR: []
DN BUY.: [] QSET...: [1] DEM PAR: []
DN SELL: [] MSP.....: [0] TX FL1/FL2: [] [] NFD FLG: []
DSCTN'D: [] WEIGHT.: [17.130] T3 ZN/CT [0] [] CLASS...: [1030]
HNDLNG.: [0.000] POP/ATS: [] [Y] DTY FCT: [0.000] PROMPT?: []
PRC UPD: [2/10/15] PRC FCT: [71] CTY ORG: [EA] CF FLAG: []
SELL UN: [EA] CTY/SELD [5] [] LOOKUP.: [124RA]

ST #	BOH	RSVD	AVAIL	REQ	YTD	ONO	XFER	LOS	DLA	POP
030	88	0	88	24	348	0	0	0	3/13/15	A
006	2	0	2	2	19	0	0	0	3/02/15	
004	0	0	0	0	4	0	0	0	2/03/15	
002	0	0	0	0	1	0	0	0	4/15/14	
001	0	0	0	0	1	0	0	0	1/09/15	
029	0	0	0	0	1	0	0	0	5/10/14	
085	0	0	0	0	0	0	0	0		
***	123	2	121		726			0		

F11=Line Notes
F1-NXT F2-PRV F3-TOG F4-CDX F5-HST F6-ONO F7-STR F8-ALT TAB-SUP HOME-CH STR /-P1

Letter(s)
in
Shipping
Indicator

The letter (or letters) in the *Shipping Indicator* relate to the UN number, Class and Packing Group allocated to the Dangerous Goods. This is obtained from the supplier (usually found in the SDS).

When the part is created the Inventory Department enters the appropriate *Shipping Indicator* and the product weight into Parts Handler.

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ADDED...: [2/27/13] VEN UN.: [EA] UPC CDE: [707773965061]

CCST...: [0.000] QSP/RND: [96] [Y] VEN PAR: []

DN BUY.: [] QSET...: [1] DEM PAR: []

DN SELL: [] MSP...: [0] TX FL1/FL2: [] [] NFD FLG: []

DSCTN'D: [] **WEIGHT.: [17.130]** ZN/CT [0] [] CLASS...: [1030]

HNDLNG.: [0.000] POP/ATS: [] [Y] DTY FCT: [0.000] PROMPT?: []

PRC UPD: [2/10/15] PRC FCT: [71] CTY ORG: [EA] CF FLAG: []

SELL UN: [EA] CTY/SELD [5] [] LOOKUP.: [124RA] []

ST #	BOH	RSVD	AVAIL	REO	YTD	ONO	XFER	LOS	DLA	POP
030	88	0	88	24	348	0	0	0	3/13/15	A
006	2	0	2	2	19	0	0	0	3/02/15	
004	0	0	0	0	4	0	0	0	2/03/15	
002	0	0	0	0	1	0	0	0	4/15/14	
001	0	0	0	0	1	0	0	0	1/09/15	
029	0	0	0	0	1	0	0	0	5/10/14	
085	0	0	0	0	0	0	0	0		
***	123	2	121		726			0		

F11=Line Notes

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Weight in kgs

All products with a Ship Ind must have a weight as exemptions are defined by weight.

TDG Paperwork

The TDG paperwork will be triggered if the product is on a stock order or if an invoice (or credit) for the product is generated.

A TDG form will also print if there is a reprint of the order made.

Each location has a laser printer set up to print out the TDG. The TDG for customer orders and returns will always print out on this printer, no matter which printer is used to print the actual order.

So for all 30*** invoices or credits, wherever generated and printed, the TDG will print out on the printer in Express at 030.**

Also, in the event of a reprint, the TDG paperwork will be sent to the same printer as the TDG for the original order or invoice. So, for example, if an overnight stock order is reprinted at a store, the TDG will reprint at the warehouse (store 030).

Adding Information to Parts Handler

Shipping Indicator Details

These are added or edited under *Shipping Indicator Master* from the *Sub File Maintenance* menu. New Shipping Indicators need to be created if a product is brought in that is not already covered by the existing indicators. Note: it is the combination of UN number, Class and Packing Group that is defined by the Shipping Indicator.

Individual Part Shipping Indicator

The Shipping Indicator (and Weight) for individual parts are added under the *File Maintenance* menu under *Add Part* and *Update Part*.

These details should only be accessed by the Inventory department.

Copy of TDG

An electronic copy of the TDG is stored in Parts Handler. The regulations stipulate that these records be kept for a minimum of 2 years.

Currently only IT personnel can retrieve these records.

Exemptions

There are a number of exemptions in the regulations. The ones that mainly concern us are as follows.

150 kg Gross Mass Exemption

If the total Gross Weight of Dangerous Goods on a vehicle is less than 150 kg the TDG regulations do not apply, as long as certain criteria are met.

This exemption can only be used if the Dangerous Goods are available to the general public. In addition, the Dangerous Goods must be transported by the user/purchaser or by a retailer to or from a user/purchaser.

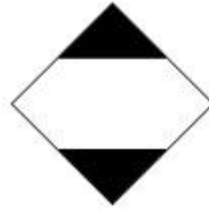
This means that carriers, who are not the retailer, CANNOT use this exemption.

It means our shuttles will, in most cases, be exempt from the regulations and in many cases the overnight trucks may also fall under this exemption.

The TDG paperwork will still be provided as it is generated automatically.

It is NOT an offence to have TDG paperwork and labels when there is an exemption, however, it IS an offence to have TDG labels when there are NO Dangerous Goods present (i.e. the labels are misleading).

Limited Quantity Exemption



A limited quantity (also described as Consumer Commodity) is a small quantity of Dangerous Goods to which the general public normally has access, such as aerosol sprays and small cans of paint.

When the shipping indicator is 'LQ' it has been determined that the part in question can be shipped as a limited quantity.

When using this exemption, each means of containment (i.e. box or tote) must have a gross mass of 30 kg or less and display the international symbol above.

For example: Methanol (UN1230) may be transported as a limited quantity in bottles with a maximum volume of 1 litre*. These bottles can be placed in a box or tote not exceeding 30 kg in weight. The box or tote must display the international symbol.

***NOTE: the weight/volume varies from product to product depending on the hazard.**

The regulations set NO limit on the number of such 30 kg boxes that may be transported in a vehicle without TDG paperwork.

Placarding Exemption

If there is less than 500kg of Dangerous Goods on a truck NO placards are required.

If there is more than 500kg of Dangerous Goods on a truck:

If one Class - use that Class Placard

If more than one Class - use the DANGER placard

Placard examples:



**Class 2.1,
Flammable
Gases**



**Class 2.2,
Non-flammable
and Non-toxic
Gases**



**Class 3,
Flammable
Liquids**



**Class 6.1,
Toxic
Substances**



**Class 8,
Corrosives**



**DANGER
PLACARD**

Shipping Indicators – as of 2019

Shipping Indicators A -Z

Ship Ind	UN #	Shipping Name	Class	Packing Group	Label	TDG Paperwork	Bulk
A	UN1230	METHANOL	3(6.1)	II	FLAMMABLE (3) TOXIC (6.1)	Y	N
AA	UN1133	ADHESIVES	3	II	FLAMMABLE (3)	Y	N
AB	UN3265	CORROSIVE LIQUID,ACIDIC,ORGANIC,N.O.S.	8	II	CORROSIVES (8)	Y	N
AC	UN1993	FLAMMABLE LIQUID,N.O.S.	3	II	FLAMMABLE (3)	Y	N
AD	UN1013	CARBON DIOXIDE	2.2	0	GASES (2.2)	Y	N
AE	UN1992	FLAMMABLE LIQUID,TOXIC,N.O.S.	3(6.1)	II	FLAMMABLE (3) TOXIC (6.1)	Y	N
AF	UN1759	CORROSIVE SOLID	8	III	CORROSIVES (8)	Y	N
AG	UN1139	COATING SOLUTION	3	III	FLAMMABLE (3)	Y	N
AH	UN1028	DICHLORODIFLUOROMETHANE	2.2	0	GASES (2.2)	Y	N
AI	UN1075	LIQUEFIED PETROLEUM GASES	2.1	0	GASES (2.1)	Y	N
AJ	UN1193	METHYL ETHYL KETONE	3	II	FLAMMABLE (3)	Y	N
AK	UN1066	NITROGEN,COMPRESSED	2.2	0	GASES (2.2)	Y	N
AL	UN1263	PAINT	3	III	FLAMMABLE (3)	Y	N
AM	UN1993	FLAMMABLE LIQUID,N.O.S.	3	III	FLAMMABLE (3)	Y	N
AN	UN1307	XYLENES	3	III	FLAMMABLE (3)	Y	N
AO	UN2922	CORROSIVE LIQUID,TOXIC,N.O.S.	8(6.1)	III	CORROSIVES (8) TOXIC (6.1)	Y	N
AP	UN3161	LIQUEFIED GAS, FLAMMABLE, N.O.S.	2.1	0	GASES (2.1)	Y	N
AQ	UN1760	CORROSIVE LIQUID,N.O.S.	8	I	CORROSIVES (8)	Y	N
AR	UN1219	ISOPROPANOL	3	II	FLAMMABLE (3)	Y	N
B	UN1263	PAINT RELATED MATERIAL	3	II	FLAMMABLE (3)	Y	N
C	UN1866	RESIN SOLUTION	3	II	FLAMMABLE (3)	Y	N
D	UN1978	PROPANE	2.1	0	GASES (2.1)	Y	N
E	UN2794	BATTERIES,WET,FILLED WITH ACID	8		CORROSIVES (8)	Y	N
F	UN2796	BATTERY FLUID,ACID	8	III	CORROSIVES (8)	Y	N
G	UN1993	FLAMMABLE LIQUID,N.O.S.	3	I	FLAMMABLE (3)	Y	N
H	UN1133	ADHESIVES	3	III	FLAMMABLE (3)	Y	N
I	UN3159	REFRIGERANT GAS R134A	2.2	0	GASES (2.2)	Y	N
J	UN1954	COMPRESSED GAS,FLAMMABLE,N.O.S.	2.1	0	GASES (2.1)	Y	N
K	UN1044	FIRE EXTINGUISHERS	2.2	0	GASES (2.2)	Y	N
L	UN1759	CORROSIVE SOLID	8	II	CORROSIVES (8)	Y	N
LQ		LIMITED QUANTITY			LIMITED QUANTITY	N	N
M	UN2810	TOXIC LIQUID,ORGANIC,N.O.S.	6.1	I	TOXIC (6.1)	Y	N
N	UN1090	ACETONE	3	II	FLAMMABLE (3)	Y	N
O	UN1760	CORROSIVE LIQUID,N.O.S.	8	II	CORROSIVES (8)	Y	N
P	UN1268	PETROLEUM DISTILLATES,N.O.S.	3	II	FLAMMABLE (3)	Y	N
Q	UN3269	POLYESTER RESIN KIT	3	II	FLAMMABLE (3)	Y	N
R	UN3103	ORGANIC PEROXIDE TYPE C,LIQUID	5.2	II	OXIDISER (5.2)	Y	N
S	UN3264	CORROSIVE LIQUID,ACIDIC,INORGANIC,N.O.S.	8	II	CORROSIVES (8)	Y	N
T	UN2810	TOXIC LIQUID,ORGANIC,N.O.S.	6.1	III	TOXIC (6.1)	Y	N
U	UN3266	CORROSIVE LIQUID,BASIC,INORGANIC,N.O.S.	8	II	CORROSIVES (8)	Y	N
V	UN2319	TERPENE HYDROCARBONS,N.O.S.	3	III	FLAMMABLE (3)	Y	N
W	UN1789	HYDROCHLORIC ACID	8	II	CORROSIVES (8)	Y	N
X	UN1866	RESIN SOLUTION	3	III	FLAMMABLE (3)	Y	N
Y	UN1950	AEROSOLS	2.1	0	GASES (2.1)	Y	N
Z	UN1950	AEROSOLS	2.2	0	GASES (2.2)	Y	N

Shipping Indicators By UN

Note: there may be more than one Shipping Indicator for the same UN # depending on the product's Class and Packing Group

Ship Ind	UN #	Shipping Name	Class	Packing Group	Label	TDG Paperwork	Bulk
LQ		LIMITED QUANTITY			LIMITED QUANTITY	N	N
AD	UN1013	CARBON DIOXIDE	2.2	0	GASES (2.2)	Y	N
AH	UN1028	DICHLORODIFLUOROMETHANE	2.2	0	GASES (2.2)	Y	N
K	UN1044	FIRE EXTINGUISHERS	2.2	0	GASES (2.2)	Y	N
AK	UN1066	NITROGEN,COMPRESSED	2.2	0	GASES (2.2)	Y	N
AI	UN1075	LIQUEFIED PETROLEUM GASES	2.1	0	GASES (2.1)	Y	N
N	UN1090	ACETONE	3	II	FLAMMABLE (3)	Y	N
AA	UN1133	ADHESIVES	3	II	FLAMMABLE (3)	Y	N
H	UN1133	ADHESIVES	3	III	FLAMMABLE (3)	Y	N
AG	UN1139	COATING SOLUTION	3	III	FLAMMABLE (3)	Y	N
AJ	UN1193	METHYL ETHYL KETONE	3	II	FLAMMABLE (3)	Y	N
AR	UN1219	ISOPROPANOL	3	II	FLAMMABLE (3)	Y	N
A	UN1230	METHANOL	3(6.1)	II	FLAMMABLE (3) TOXIC (6.1)	Y	N
AL	UN1263	PAINT	3	III	FLAMMABLE (3)	Y	N
B	UN1263	PAINT RELATED MATERIAL	3	II	FLAMMABLE (3)	Y	N
P	UN1268	PETROLEUM DISTILLATES,N.O.S.	3	II	FLAMMABLE (3)	Y	N
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AQ	UN1760	CORROSIVE LIQUID,N.O.S.	8	I	CORROSIVES (8)	Y	N
O	UN1760	CORROSIVE LIQUID,N.O.S.	8	II	CORROSIVES (8)	Y	N
W	UN1789	HYDROCHLORIC ACID	8	II	CORROSIVES (8)	Y	N
C	UN1866	RESIN SOLUTION	3	II	FLAMMABLE (3)	Y	N
X	UN1866	RESIN SOLUTION	3	III	FLAMMABLE (3)	Y	N
Y	UN1950	AEROSOLS	2.1	0	GASES (2.1)	Y	N
Z	UN1950	AEROSOLS	2.2	0	GASES (2.2)	Y	N
J	UN1954	COMPRESSED GAS,FLAMMABLE,N.O.S.	2.1	0	GASES (2.1)	Y	N
D	UN1978	PROPANE	2.1	0	GASES (2.1)	Y	N
AE	UN1992	FLAMMABLE LIQUID,TOXIC,N.O.S.	3(6.1)	II	FLAMMABLE (3) TOXIC (6.1)	Y	N
AC	UN1993	FLAMMABLE LIQUID,N.O.S.	3	II	FLAMMABLE (3)	Y	N
AM	UN1993	FLAMMABLE LIQUID,N.O.S.	3	III	FLAMMABLE (3)	Y	N
G	UN1993	FLAMMABLE LIQUID,N.O.S.	3	I	FLAMMABLE (3)	Y	N
V	UN2319	TERPENE HYDROCARBONS,N.O.S.	3	III	FLAMMABLE (3)	Y	N
E	UN2794	BATTERIES,WET,FILLED WITH ACID	8		CORROSIVES (8)	Y	N
F	UN2796	BATTERY FLUID,ACID	8	III	CORROSIVES (8)	Y	N
M	UN2810	TOXIC LIQUID,ORGANIC,N.O.S.	6.1	I	TOXIC (6.1)	Y	N
T	UN2810	TOXIC LIQUID,ORGANIC,N.O.S.	6.1	III	TOXIC (6.1)	Y	N
AO	UN2922	CORROSIVE LIQUID,TOXIC,N.O.S.	8(6.1)	III	CORROSIVES (8) TOXIC (6.1)	Y	N
R	UN3103	ORGANIC PEROXIDE TYPE C,LIQUID	5.2	II	OXIDISER (5.2)	Y	N
I	UN3159	REFRIGERANT GAS R134A	2.2	0	GASES (2.2)	Y	N
AP	UN3161	LIQUEFIED GAS, FLAMMABLE, N.O.S.	2.1	0	GASES (2.1)	Y	N
S	UN3264	CORROSIVE LIQUID,ACIDIC,INORGANIC,N.O.S.	8	II	CORROSIVES (8)	Y	N
AB	UN3265	CORROSIVE LIQUID,ACIDIC,ORGANIC,N.O.S.	8	II	CORROSIVES (8)	Y	N
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