

# How to Complete a Hazmat Shipment

## 1<sup>st</sup> Time Setup:

1. **Driver Maintenance:** Select "Hazmat Endorsement" checkbox and input *Hazmat Contact information*
2. **Conveyance (Truck) Maintenance:** Input all *Insurance information*

## Each Trip:

1. **Trip:** Select "Hazmat" for the Trip Type
2. **Shipment:** Input *Hazmat Class Code* and *Hazmat UN Code* for each Hazmat shipment

**Trip Maintenance**

New Save Delete

Selected Trip Number: 0321070934LP

Trip	Equipment	Drivers	Passengers	Shipments	Commodities	Summary
Trip	- None -				Search Text	
Trip Type	Hazmat				Arrival Date	
Trip Number	032007A				Arrival State	North Dakota
Trip Status	- None -				Arrival Port	PEMBINA, ND
Conveyance	21				Search Text	
Equipment	1A				Search Text	
Driver	Gaston MacTavish				Search Text	
Shipment Type	Regular				Country Of Origin	Canada
Control Number	032007				Port Of Lading	Manitoba
Entry Number						
Shipper	Shipper ABC				Search Text	
Consignee	Consignee XYZ				Search Text	
Description	Hazmat Widgets				Gross Weight	10,000
Quantity	100				Gross Weight UOM	Pounds
Quantity UOM	Carton				Section 321 Value	
Hazmat Class Code	1				Hazmat UN Code	1234

Find out more about Hazmat Class and UN Codes:

<http://www.unece.org/trans/danger/publi/unrec/English/index.pdf>