Environmental Health and Safety Division
Biological Safety Office

Vehicle Transport of Biological Materials
Standard Operating Procedure (SOP)

For transport of biological specimens via personal vehicle:

- The specimens must be properly packaged according to the shipment type and secured against exposure or contamination.

  Triple Packaging: Requires (3 layers of packaging = multiple barriers)
  1. Primary leak-proof container (e.g. heat sealed, metal crimped, rubber stopper or secured lid with parafilm or tape).
  2. Secondary leak-proof container:
     - For shipping/transporting liquids, absorbent material required
     - For shipping/transporting multiple glass containers, separation of individual primary containers required
  3. Outer container:
     - Rigid and have at least one side measuring 100 mm X 100 mm.
     - Adequate strength for its capacity, mass, and intended use
     - Include an itemized list of package contents between the secondary and outer packaging.

- The vehicle must be “dedicated” to that purpose, not utilized for other purposes at the same time (e.g., patient, passenger, or food transport).

- Transporters must be licensed drivers and comply with all applicable driving laws and safety standards (e.g., use of seatbelts).

- Standard Operating Procedures (SOPs) should be generated to include a description of the steps which should be taken if one is involved in a motor vehicle accident en route. The SOPs should include:
  - Call for emergency assistance, if needed
  - Let all emergency responders know that you are transporting potential biohazards
  - Notify your supervisor to contact the shipper and recipient and inform them of the sample status
  - Arrange for alternate transportation if you are not able to get to your destination
  - Shipper contact information should be provided on the transporting container along with biohazard stickers (which can be supplied by the Biosafety Office).

- A Biological Spill Kit Should be Available in the Transport Vehicle

Note: When transporting dry ice in a vehicle, the box should not be placed inside the passenger compartment to prevent carbon dioxide accumulation within the vehicle.