

## URI Shipment Review - Batteries

1. Complete and submit to EHS 7-10 days prior to the anticipated shipment date.
2. Provide SDS(s) for all DOT regulated materials to EHS via email (including batteries).
3. \*For air/overnight shipments containing lithium or sodium batteries, include each battery model's test summary per UN Section 38.3. Battery manufacturers & distributors are required by law to make test summaries available to ensure batteries are safe for transport.
4. If this is an international shipment, please prepare your customs documents. Be aware that any import permits required by the destination country may require extra time for processing. Also, please review <https://web.uri.edu/research-admin/office-of-research-integrity/export-controls/export-controls-frequently-asked-questions/export-controls-shipments/>
5. Prior to shipment, EHS must review all DOT regulated materials in person.
6. Please email the completed form and any questions to: [nenglehart@uri.edu](mailto:nenglehart@uri.edu); [srm@etal.uri.edu](mailto:srm@etal.uri.edu)

Shipper Information		Recipient Information		
Your name:		Name:		
Campus address:		Company/Institution:		
Department:		Address:		
Campus phone:		City:	State/Province:	
Request date:		Country:	Zip/Area Code:	
Ideal shipment date:		Phone:		
Chart Field String (CFS):				
Battery Manufacturer	Model Number	Watt-hour capacity (Li-Ion, sodium ion) OR lithium metal content (Li- metal)	Quantity	Approx. Weight
Select the type(s) of battery you are shipping: <input type="checkbox"/> Lithium (ion***, metal) <input type="checkbox"/> Lead Acid <input type="checkbox"/> Nickel metal hydride (NiMH) <input type="checkbox"/> <input type="checkbox"/> Nickel-cadmium (NiCd) <input type="checkbox"/> Alkaline <input type="checkbox"/> Sodium Ion*** <input type="checkbox"/> Other (specify): _____		Are these batteries contained in equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No Are these batteries packed with equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No Is this a battery powered vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>*** Lithium Ion (including Li-Po) and Sodium Ion Batteries' state of charge must be 30% or less.</b> <input type="checkbox"/> Check to confirm any lithium ion and/or sodium ion batteries' state of charge is 30% or less.				
Are these batteries prototypes? <input type="checkbox"/> Yes <input type="checkbox"/> No Are these batteries defective or damaged? <input type="checkbox"/> Yes <input type="checkbox"/> No		Briefly describe any additional material or equipment in the shipment:		
Do you have UN specification packaging? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>E.g., 4G fiberboard box, 1H2 open-head plastic drum</i>				

\* All battery terminals must be protected prior to shipment, to prevent discharge during transit.

### Definitions & Notes:

Watt-hour capacity: Total energy measurement stored in a battery. Printed on batteries, safety data sheets (section 14) and UN38.3 test summaries. Packaging of lithium ion & sodium ion batteries is dictated by watt-hour capacity.

Lithium metal content: Pure (water-reactive) lithium metal stored in a battery. Printed on safety data sheets (section 14) and UN38.3 test summaries. Packaging of lithium metal batteries is dictated by lithium metal content.

UN specification packaging: Performance oriented packaging that's designed & tested to contain the hazards of regulated materials. A "un" inside a circle followed by an alpha-numeric code specifies the packaging details.