Checklist for Dangerous Goods Declaration (DGD)

IMDG Code Chapter 5.4, Amendment 42-24, 2024 Edition

This checklist covers a dangerous goods transport document (DGD) under the main provisions of IMDG Code Chapter 5.4, including the additions in Amendment 42-24. Items 1 to 22 follow the layout of the multimodal dangerous goods form (5.4.5); items 23 to 53 cover the supplementary information, shipboard documents and retention. Use Yes / No / N/A as applicable, and cross-reference the Code for substance-specific special provisions.

This checklist is based on the IMDG Code 42-24. We have done our best to avoid mistakes. If you notice any errors or inconsistencies, please let us know; the official IMDG Code takes precedence.

Item	Description (reference)	Yes	No	N/A
1	Name and address of the consignor (shipper) (5.4.1.3)	☐	☐	☐
2	Transport document number	☐	☐	☐
3	Pages numbered consecutively (5.4.1.2.3)	☐	☐	☐
4	Shipper's reference	☐	☐	☐
5	Freight forwarder's reference	☐	☐	☐
6	Name and address of the consignee (5.4.1.3)	☐	☐	☐
7	Carrier (completed by the carrier)			
8	Aircraft statement: not applicable for sea transport	☐	☐	☐
9	Additional handling information (for example emergency contacts). Must not divert attention from, contradict or duplicate the required safety information (Note 5)	☐	☐	☐
10	Vessel	☐	☐	☐
11	Port of loading	☐	☐	☐
12	Port of discharge	☐	☐	☐
13	Destination	☐	☐	☐
14	Dangerous goods description (5.4.1.4.1): elements in the required sequence (5.4.1.4.2); no interspersed information unless the Code permits; easy to identify, legible and durable (5.4.1.2.4)	☐	☐	☐
14.1	UN number preceded by "UN"	☐	☐	☐
14.2	Proper shipping name (PSN) per 3.1.2, with the technical name in parentheses where applicable (3.1.2.8)	☐	☐	☐
14.3	Primary hazard class or division (may be preceded by "Class" or "Division"); for class 1, the compatibility group letter	☐	☐	☐
14.4	Subsidiary hazard class(es) or division(s), in parentheses, corresponding to the subsidiary labels required	☐	☐	☐
14.5	Packing group, where assigned (may be preceded by "PG", e.g. "PG II")	☐	☐	☐
Information that supplements the PSN (5.4.1.4.3)				
14.6.1	Technical or chemical group names for entries with SP 274 or SP 318 (3.1.2.8)	☐	☐	☐
14.6.2	Empty uncleaned packagings, IBCs, bulk containers, tanks (other than class 7): "EMPTY UNCLEANED" or "RESIDUE LAST CONTAINED" before or after the description	☐	☐	☐

Item	Description (reference)	Yes	No	N/A
14.6.3	Waste (other than radioactive waste) for disposal or processing for disposal: PSN preceded by "WASTE", unless already part of the PSN	☐	☐	☐
14.6.4	Solid offered in the molten state: "MOLTEN" as part of the PSN, unless already included (3.1.2.5)	☐	☐	☐
14.6.5	Liquid at 100 °C or above, or solid at 240 °C or above, where the PSN does not convey this: "HOT" immediately before the PSN	☐	☐	☐
14.6.6	Marine pollutants (except per 2.10.2.7): "MARINE POLLUTANT" (may add "ENVIRONMENTALLY HAZARDOUS"); for N.O.S. entries, the recognized chemical name of the marine pollutant (3.1.2.9)	☐	☐	☐
14.6.7	Liquid with a primary or subsidiary hazard of class 3 and a flashpoint of 60 °C c.c. or below: minimum flashpoint indicated (e.g. "(58 °C c.c.)")	☐	☐	☐
14.6.8	Lithium cells or batteries under SP 376 or SP 377: "DAMAGED/DEFECTIVE", "LITHIUM BATTERIES FOR DISPOSAL" or "LITHIUM BATTERIES FOR RECYCLING" as appropriate	☐	☐	☐
14.6.9	"STABILIZED" where stabilization is used, and "TEMPERATURE CONTROLLED" where stabilization is by temperature control (alone or with chemical stabilization), unless already in the PSN (3.1.2.6)	☐	☐	☐
Container / vehicle details and certificates (5.4.2, 5.4.1.6)				
15	Container identification number or vehicle registration number (5.4.2.1)	☐	☐	☐
16	Seal number(s)	☐	☐	☐
17	Container or vehicle size and type	☐	☐	☐
18	Tare mass (kg)	☐	☐	☐
19	Total gross mass including tare (kg)	☐	☐	☐
20	Container/vehicle packing certificate (5.4.2.1): signed statement, with the container or vehicle identification, that it was clean, dry and fit to receive the goods; packages needing segregation were not packed together; all packages inspected and sound; drums upright and cargo braced; bulk goods evenly distributed; class 1 (other than 1.4) unit structurally serviceable (7.1.2); unit and packages correctly marked, labelled and placarded; asphyxiant coolant or conditioner marked per 5.5.3.6; a transport document received for each consignment. Not required for portable tanks. May be combined with the transport document under a signed, dated declaration (5.4.2.2)	☐	☐	☐
21	Receiving organisation's receipt (optional)	☐	☐	☐
22	Consignor's certification (5.4.1.6.1): declaration text, signed and dated by the consignor. With EDP/EDI, an electronic signature or the signatory's name in capitals is acceptable (5.4.1.6.2)	☐	☐	☐
Additional information after the description (5.4.1.5)				
23	Total quantity (5.4.1.5.1): by volume or mass for each item with a different PSN, UN number or packing group; net explosive mass for class 1; an estimate for salvage packagings; number and kind of packages (UN packaging codes may only supplement the kind of package)	☐	☐	☐
24	Limited quantities: "limited quantity" or "LTD QTY" (5.4.1.5.2.1, 3.4.6.1)	☐	☐	☐

Item	Description (reference)	Yes	No	N/A
25	Excepted quantities: "dangerous goods in excepted quantities" and the number of packages (5.4.1.5.14.1, 3.5.6.1)	☐	☐	☐
26	Salvage: "SALVAGE PACKAGING" or "SALVAGE PRESSURE RECEPTACLE" (5.4.1.5.3)	☐	☐	☐
27	Temperature control (self-reactive, polymerizing, organic peroxides, and substances with "TEMPERATURE CONTROLLED" in the PSN): "Control temperature: … °C Emergency temperature: … °C" (5.4.1.5.4, 5.4.1.5.5)	☐	☐	☐
28	Classes 4.1 and 5.2: statement where the competent authority has permitted the EXPLOSIVE subsidiary label (model 1) to be dispensed with (5.4.1.5.5.1)	☐	☐	☐
29	Self-reactive substances and organic peroxides: statement where approval is required, with a copy of the classification approval attached for non-listed substances (5.4.1.5.5.2); statement for samples (5.4.1.5.5.3)	☐	☐	☐
30	Class 1 (5.4.1.5.9): approval statements for N.O.S. entries, less water or phlegmatizer than specified, and packagings approved by the competent authority ("…approved by the competent authority of …"); indication of hazards not shown by division and compatibility group	☐	☐	☐
31	Fireworks UN 0333–0337: competent authority classification reference (5.4.1.5.15)	☐	☐	☐
32	Aerosols above 1,000 mL: capacity declared (5.4.1.5.8)	☐	☐	☐
33	Refrigerated liquefied gases in portable tanks: "END OF HOLDING TIME: … (DD/MM/YYYY)" (5.4.1.5.19)	☐	☐	☐
34	Viscous flammable liquids carried under 2.3.2.5: "Transport in accordance with 2.3.2.5 of the IMDG Code." (5.4.1.5.10)	☐	☐	☐
35	UN 1361 carbon: date of production, date of packing, and temperature of the material on the day of packing, °C (5.4.1.5.18, SP 978)	☐	☐	☐
Class 6.2 infectious substances				
36	Full address of the consignee, and name and telephone number of a responsible person (5.4.1.5.6)	☐	☐	☐
Class 7 radioactive material (5.4.1.5.7)				
37	Radionuclide name or symbol; physical and chemical form, or "special form" / "low dispersible"; maximum activity in Bq (or fissile mass in g) (5.4.1.5.7.1.1–5.4.1.5.7.1.3)	☐	☐	☐
38	Package category (I-WHITE, II-YELLOW, III-YELLOW) and TI; fissile material references and CSI; identification marks of competent authority certificates (5.4.1.5.7.1.4–5.4.1.5.7.1.7)	☐	☐	☐
39	"EXCLUSIVE USE SHIPMENT" where required; total activity as a multiple of A2 for LSA-II, LSA-III, SCO-I to SCO-III; per-package detail for multi-package consignments; statement of actions required of the carrier (5.4.1.5.7.1.8–5.4.1.5.7.1.10, 5.4.1.5.7.2); UN number and PSN per the certificate of the country of origin of design (5.4.1.5.7.3)	☐	☐	☐
Other statements				
40	Bulk containers other than freight containers: "Bulk container BK(x) approved by the competent authority of …" (5.4.1.5.12)	☐	☐	☐

Item	Description (reference)	Yes	No	N/A
41	IBC or portable tank carried after expiry of the periodic test or inspection: "Transport in accordance with 4.1.2.2.2" (IBC), or "6.7.2.19.6.2", "6.7.3.15.6.2" or "6.7.4.14.6.2" (portable tanks) (5.4.1.5.13)	☐	☐	☐
42	Classification using new data: "Classified in accordance with 2.0.0.2" (5.4.1.5.16)	☐	☐	☐
43	Additional information required by a special provision in Chapter 3.3 (5.4.1.5.17)	☐	☐	☐
44	Different limited-quantity substances of packing group III, same class, in one outer packaging: "Transport in accordance with 3.4.4.1.2 of the IMDG Code" (5.4.1.5.2.2)	☐	☐	☐
45	Segregation statements (5.4.1.5.11): "IMDG Code segregation group …" for N.O.S. entries assigned to a group by the consignor; "Transport in accordance with 7.2.6.3 of the IMDG Code"; "Transport in accordance with 7.2.6.5 of the IMDG Code" for acid and alkali class 8	☐	☐	☐
Documentation required aboard the ship (5.4.3), retention and other documents (5.4.4, 5.4.6)				
46	Special list, manifest or stowage plan of dangerous goods and marine pollutants: information from 5.4.1.4 and 5.4.1.5, stowage location, total quantity (5.4.3.1; excepted class 7 packages 5.4.3.2); copy available before departure to the person designated by the port State (5.4.3.3)	☐	☐	☐
47	Emergency response information immediately available at all times, away from the packages (5.4.3.4)	☐	☐	☐
48	Transport document and supporting information retained by consignor and carrier for at least three months; reproducible in print if kept electronically (5.4.6.1, 5.4.6.2)	☐	☐	☐
49	Certificate exempting a substance, material or article from the Code, where an SP so provides (e.g. SP 922, 928, 931, 935, 939, 954, 964, 979): submitted with the SOLAS VI/2 cargo information (5.4.4.1.2, 5.4.4.2; new in 42-24)	☐	☐	☐
General checks				
50	Dangerous goods listed first, or emphasized, if the document also lists non-dangerous goods (5.4.1.2.2)	☐	☐	☐
51	Date the document (or its electronic copy) was prepared or given to the initial carrier (5.4.1.3)	☐	☐	☐
52	EDP/EDI: producible without delay as a paper document, in the required sequence (5.4.1.1.2)	☐	☐	☐
53	Fundamental hazard information conveyed (Note 3); any additional elements required by the competent authority included (Note 4)	☐	☐	☐

Notes (Chapter 5.4)

Note 1	The provisions of the IMDG Code do not preclude the use of electronic data processing (EDP) and electronic data interchange (EDI) transmission techniques as an alternative to paper documentation. All references to “dangerous goods transport document” in this chapter also include provision of the required information by use of EDP and EDI transmission techniques.
Note 2	When dangerous goods are offered for transport, similar documents to those required for other categories of goods have to be prepared. The form of these documents, the particulars to be entered on them and the obligations they entail may be fixed by international conventions applying to certain modes of transport and by national legislation.
Note 3	One of the primary requirements of a transport document for dangerous goods is to convey the fundamental information relative to the hazards of the goods. It is, therefore, necessary to include certain basic information on the document for a consignment of dangerous goods unless otherwise exempted or required in the IMDG Code.

Note 4	In addition to the provisions of chapter 5.4, other elements of information may be required by the competent authority.
Note 5	In addition to the provisions of chapter 5.4 other additional information may be included. However, this information shall not: (.1) divert attention from the safety information required by this chapter or by the competent authority; (.2) contradict the safety information required by this chapter or by the competent authority; or (.3) duplicate information already provided.