

SHIPPER SECRETS

Hazmat Training Check

A practical worksheet from Ralph Russo | After you subscribe, this is the report you receive

How to use this

Do not start with “Do we ship HAZMAT?” Start with the three questions below. Walk them with whoever packs, labels, or schedules your shipments. Check any box that applies. If you check even one box in a section, that section needs a closer look.

Question 1. What exactly are we shipping?

Look at the actual product, not the brand name on the carton. Check any that you ship today or plan to ship:

- Lithium batteries, or any device that contains a battery (phones, tools, vapes, power banks, lighted products)
- Aerosols (personal care, beauty, household, automotive spray)
- Fragrance, cologne, or other alcohol-based liquids
- Nail polish, nail polish remover, or similar flammable liquids
- Cleaning, maintenance, or automotive products with regulated ingredients
- Cosmetics or salon products that are pressurized, alcohol-based, or otherwise regulated
- Something that used to be simple, then changed formula, battery, or pack size

Note: Checking a box does not mean the item is automatically treated the same in every shipment. Quantity, formulation, battery type, and mode of transport still matter. It does mean you should not assume the product is ordinary freight.

Question 2. How is it being prepared and transported?

- We ship by ground only
- We ship by air, or a customer sometimes asks for overnight / air
- We ship parcels and larger freight
- A 3PL, fulfillment partner, or contract manufacturer ships for us
- Packaging was chosen because it looks good, not because it is a tested hazmat package
- Marks, labels, or shipping papers are added only when a carrier asks
- We have had a refused pickup, delayed shipment, or “can’t take this” call from a carrier

Question 3. Which employees touch the shipment?

HAZMAT training is tied to the function, not the job title. Check any role that does this work, even part time:

- Classifies the product or decides “this is / is not hazmat”
- Selects or prepares the packaging
- Marks or labels the carton
- Prepares shipping documents or the carrier system entry
- Loads the package, pallet, or trailer
- Supervises any of the above
- A new person recently took over fulfillment and was shown “how we always do it”

What your answers mean

If Question 1 has any checks: your product line may create transportation obligations that are easy to miss.

If Question 2 has air, 3PL, or refused-shipment checks: mode and process need a review before the next problem shipment.

If Question 3 has any checks: those people may need HAZMAT training even if their title says warehouse, office, customer service, or operations.

If you are not certain, that uncertainty is the reason to keep going. The goal is not to make shipping harder. It is to find the requirement before a refused shipment, delay, inspection, or penalty forces it.

Why this is worth finishing

Under current federal hazardous materials penalty limits:

- A knowing violation can carry a civil penalty of up to \$102,348 for each violation.
- If a violation results in death, serious illness, severe injury, or substantial property destruction, the maximum can reach \$238,809.
- Training violations carry a minimum civil penalty of \$617.
- When a violation is continuing, each day can be a separate offense.

This is not legal advice. It is the reason not to wait for a carrier rejection to discover a gap.

Next step

Reply to the email that came with this checklist. Tell us what you ship and who packs it. Shipper Secrets will help you see where training may be required and what to do next.

Or schedule a short call and walk the three questions with the team.