

## **AIDS CLINICAL TRIALS NETWORK\* (ACTN) INSTRUCTIONS FOR OVERNIGHT SHIPMENTS**

- 1.0 Determine type of shipment: (see [https://www.actgnetwork.org/lab\\_resources/shipping\\_guidelines.aspx](https://www.actgnetwork.org/lab_resources/shipping_guidelines.aspx)  
ACTN GUIDELINES FOR SHIPMENT AND RECEIPT OF CATEGORY B BIOLOGICAL SUBSTANCE SPECIMENS or Category A Biological Substances ( INFECTIOUS SPECIMENS) AND OTHER DANGEROUS GOODS section 3.6, 3.7, and 3.8)
  - 1.1  Category B Biological Substance -ambient (complete section 5.1)
  - 1.2  Category B Biological Substance -dry ice (complete section 5.2)
  - 1.3  Category A Biological Substance --dry ice (complete section 5.3)
  - 1.4  Category B Biological substance - Approved LN2 shipper (Such as MVE Cryoshipper) - complete section 5.4)
- 2.0 Use Packaging appropriate for shipment type:  
(See [https://www.actgnetwork.org/lab\\_resources/shipping\\_guidelines.aspx](https://www.actgnetwork.org/lab_resources/shipping_guidelines.aspx)  
ACTN GUIDELINES FOR SHIPMENT AND RECEIPT OF CATEGORY B BIOLOGICAL SUBSTANCE SPECIMENS or CATEGORY A BIOLOGICAL SUBSTANCE SPECIMENS AND OTHER DANGEROUS GOODS section 4.0, 5.0 AND 6.0)
  - 2.1  Category B Biological Substance Shipper (e.g., STP210, 230, 250, 308, 309, 320)
  - 2.2  Category A Biological Substance Shipper (e.g., STP100, 110, 130, 100/300, 310, 370)
  - 2.3  Repository "Suitcase" (STP350)
  - 2.4  Air/Sea Shippers
  - 2.5  Approved LN2 shipper (Such as MVE Cryoshipper)
  - 2.6  Other (must conform to IATA regulations for shipment type)
- 3.0 Paperwork (See Guidelines sections 1.6-1.12)
  - 3.1  Provide an LDMS Diskette or CD (place in disk/CD mailer)
  - 3.2  Provide an LDMS shipping manifest for all boxes. Shipping manifest(s) must exactly match the label information and order in the associated shipment, including the global specimen IDs.
  - 3.3  Provide an LDMS Box map for all boxes. Box maps must exactly match the label information and order in the associated shipment, including the global specimen IDs.
  - 3.4  Provide any relevant CRFs. Confirm with receiving lab if CRFs are required. Do NOT send CRFs to the Repository.
- 4.0 Courier Information and Notification: (See Guidelines section 2.0)
  - 4.1  Record Courier Service on ACTN Specimen Shipment Notice.
  - 4.2  Record Courier Airbill number on ACTN Specimen Shipment Notice.
  - 4.3  Advance Notification of shipment must be made to the recipient.
    - 4.3.1 FAX or email notification using a properly completed ACTN Specimen Shipment Notice document is the preferred method of notification

\*Participating Networks are defined on the sign-off page (p.9)

- 4.3.2 If FAX is not possible, email notification is allowed. Request return email to confirm recipient did receive the notification. Record the email address used. If return email is not received, continued efforts to contact the recipient are required.
- 4.3.3 If Fax and email notifications are not possible, direct phone conversation is the next recommended option. Record the name of the lab contact.
- 4.3.4 If you are not able to communicate with the recipient/consignee, contact the ACTN Operations Office for assistance. Do NOT ship if you are unable to send the advance notification.
- 4.3.5 Retain a copy of the completed ACTN Specimen Shipment Notice for every outgoing shipment for at least one year.

5.0 Packing Instructions (complete the checklist for the packaging that applies to your shipment type)

5.1 Ambient Category B Biological Substance Specimens (See Guidelines sections 1.6-1.12)

- 5.1.1 \_\_\_\_\_ Confirm you are using the correct packaging! NOTE: STP210, 230, 250 or equivalent are acceptable examples. Do not mix components from different shippers or manufacturers. Infectious shippers may be used for Category B Biological Substance shipments, but outside labels and markings must be modified to satisfy requirements for Category B Biological Substance shipments.
- 5.1.2 \_\_\_\_\_ Make sure primary container (e.g. Vacutainer) is correctly labeled with PID, Date, Protocol, and VID.
- 5.1.3 \_\_\_\_\_ Place primary tube in a leak proof secondary receptacle with sufficient absorbent material to contain the contents in the event of breakage. Multiple primary containers must be separated using bags, bubble wrap, cardboard grid or absorbent material to prevent breakage during transit.
- 5.1.4 \_\_\_\_\_ Place the secondary receptacle into a strong outer fiberboard container (minimum dimension of one rigid side is 4"/ 10.16 cm).
- 5.1.5 \_\_\_\_\_ Place paperwork (CRF, manifest, etc) and shipping diskette/CD (if provided) in the box such that it will not be destroyed in the event of breakage.
- 5.1.6 \_\_\_\_\_ Seal the fiberboard box and label the outside of the box with the following:
  - 5.1.6.1 \_\_\_\_\_ Sender and Recipient address labels with phone numbers
  - 5.1.6.2 \_\_\_\_\_ Responsible Person label
  - 5.1.6.3 \_\_\_\_\_ UN3373 Biological Substance Category B label
  - 5.1.6.4 \_\_\_\_\_ Completed airbill placed in transparent pouch. If shipping to USA from international sites, copy of CDC import permit and commercial invoice in transparent pouch with airway bill

- 5.2 Category B Biological Substance Specimens on Dry Ice. (see Guidelines sections 5.0-7.0)
- 5.2.1 \_\_\_\_\_ Confirm you are using the correct packaging NOTE: STP309, 308, 320 or equivalent are acceptable examples. Do not mix components from different shippers or manufacturers. Infectious shippers may be used for Category B Biological Substance shipments, but outside labels and markings must be modified to satisfy requirements for Category B Biological Substance shipments.
- 5.2.2 \_\_\_\_\_ Make sure primary containers (e.g. cryovials) are correctly labeled with a LDMS generated label (Global Spec. I.D., PID, Date, Protocol, VID, Primary/Additive/Derivative) and sorted appropriately in a 2" fiberboard box with column/row delineations.
- 5.2.3 \_\_\_\_\_ Record LDMS Shipment Number (batch number), box number (if more than one box in batch), Lab or Clinic Site #, and orientation mark on the top and bottom of each box.
- 5.2.4 \_\_\_\_\_ Place one rubber band around each specimen box.
- 5.2.5 \_\_\_\_\_ Place one absorbent sheet around each specimen box and secure with a second rubber band.
- 5.2.6 \_\_\_\_\_ Place each box in a leak proof secondary receptacle.
- 5.2.7 \_\_\_\_\_ Place the secondary receptacle into a strong outer container.
- 5.2.8 \_\_\_\_\_ Add sufficient dry ice to fill the space between the secondary container and the outer box. Do not add dry ice to the secondary container. Interior support must be provided to secure the secondary packaging(s) or packages in the original position after the ice or Carbon dioxide, solid (dry ice) has been dissipated. IATA packing instruction 650.
- 5.2.9 \_\_\_\_\_ Place paperwork (CRF, manifest, etc) and shipping diskette (if provided) between the Styrofoam lid and outer box lid such that it will not be destroyed in the event of breakage.
- 5.2.10 \_\_\_\_\_ Seal the outer box and label with the following:
- 5.2.10.1 \_\_\_\_\_ Sender and Recipient address labels with phone numbers
  - 5.2.10.2 \_\_\_\_\_ Responsible Person label
  - 5.2.10.3 \_\_\_\_\_ UN3373 Biological Substance Category B label
  - 5.2.10.4 \_\_\_\_\_ Dry Ice, Class 9 miscellaneous label (diamond-shaped) and UN1845 label with weight in kg.
  - 5.2.10.5 \_\_\_\_\_ Completed airway bill placed in transparent pouch
  - 5.2.10.6 \_\_\_\_\_ If shipping to USA from international sites, copy of CDC import permit and commercial invoice in transparent pouch with airway bill.
- 5.3 Infectious Specimens (Category A, e.g. cultured viral isolates) on Dry Ice (see Guidelines sections 5.0-8.0)
- 5.3.1 \_\_\_\_\_ Confirm you are using the correct packaging. NOTE: STP100/300, 310, 350, 370 or equivalent are acceptable examples. The outer box must be labeled by the manufacturer to show that it is certified (i.e. UN4G/Class 6.2/99). Do not mix components from different shippers or

- manufacturers. Packaging that is specific for Category B Biological Substance shipments **MAY NOT** be used for infectious shipments.
- 5.3.2 \_\_\_\_\_ Make sure primary containers (e.g. cryovials) are correctly labeled with a LDMS generated label (Global Spec. I.D., PID, Date, Protocol, VID, Primary/Additive/Derivative) and sorted appropriately in a 2" fiberboard box with column/row delineations.
  - 5.3.3 \_\_\_\_\_ Record LDMS Shipment Number (batch number), box number I (if more than one box in batch), Lab or Clinic Site #, and orientation mark on the top and bottom of each box.
  - 5.3.4 \_\_\_\_\_ Place one rubber band around each specimen box.
  - 5.3.5 \_\_\_\_\_ Place one absorbent sheet around each specimen box and secure with a second rubber band.
  - 5.3.6 \_\_\_\_\_ Place each box in a leak proof secondary receptacle
  - 5.3.7 \_\_\_\_\_ Place the secondary receptacle into a strong outer container
  - 5.3.8 \_\_\_\_\_ Add sufficient dry ice to fill the space between the secondary container and the outer box. Do not add dry ice to the secondary container. Interior support must be provided to secure the secondary packaging(s) or packages in the original position after the ice or Carbon dioxide, solid (dry ice) has been dissipated. IATA packing instruction 602..
  - 5.3.9 \_\_\_\_\_ Place paperwork (CRF, manifest, etc) and shipping diskette between the Styrofoam lid and outer box lid such that it will not be destroyed in the event of breakage
  - 5.3.10 \_\_\_\_\_ Seal the outer box and label with the following:
    - 5.3.10.1 \_\_\_\_\_ Sender and Recipient address labels with phone numbers
    - 5.3.10.2 \_\_\_\_\_ Responsible Person label
    - 5.3.10.3 \_\_\_\_\_ Directional arrow labels on two opposite sides of box.
    - 5.3.10.4 \_\_\_\_\_ Dry ice, Class 9 miscellaneous label (diamond-shaped) and UN1845 label with weight in Kg
    - 5.3.10.5 \_\_\_\_\_ Completed airway bill placed in transparent pouch
    - 5.3.10.6 \_\_\_\_\_ If shipping to USA from international sites, copy of CDC import permit and commercial invoice in transparent pouch with airway bill
    - 5.3.10.7 \_\_\_\_\_ UN2814 label with volume (mls) or weight (g), and class 6.2 label (diamond-shaped).
    - 5.3.10.8 \_\_\_\_\_ Completed original Shipper's Declaration with 3 copies
- 5.4 **Category B biological substance Specimens in an LN2 Shipper. NOTE: Do not mix components from different shippers or manufacturers. Perform the fill times as outlined by the manufacturer.**
- 5.4.1 \_\_\_\_\_ Begin this procedure with sufficient time prior to the planned time of shipping in order to complete the required fill times.
  - 5.4.2 \_\_\_\_\_ Remove the secondary container when filling LN2 into the shipper
  - 5.4.3 \_\_\_\_\_ Fill the unit to the bottom of the neck and allow the LN2 to absorb. Record Time of fill on the ACTN Specimen Shipment Notice.
  - 5.4.4 \_\_\_\_\_ Perform the first repeat fill to the same level as outlined by the manufacturer. Record Time of fill on the ACTN Specimen Shipment Notice.

- 5.4.5 \_\_\_\_\_ Perform the second repeat fill to the same level as outlined by the manufacturer. Record time of fill on the ACTN Specimen Shipment Notice.
- 5.4.6 \_\_\_\_\_ Perform the final repeat fill to the same level as outlined by the manufacturer. Record time of removal on the ACTN Specimen Shipment Notice. Do not pour out the excess LN2 until you are ready to load the shipper with specimen boxes. **There should be no liquid left inside the shipping container.**
- 5.4.7 \_\_\_\_\_ (If possible) Weigh the shipper to ensure that the full capacity of liquid has been absorbed. Determine if the final weight indicates that an appropriate volume of LN2 has been absorbed. Contact the LN2 shipper provider (i.e. BRI) or manufacturer if the appropriate weight has not been achieved.
- 5.4.8 \_\_\_\_\_ Pre-cool the secondary container in LN2 vapor phase or -70°C before placing fibreboard specimen boxes inside.
- 5.4.9 \_\_\_\_\_ Make sure primary containers (e.g. cryovials) are correctly labeled with a LDMS generated label (PID, Date, Protocol, VID, Primary/Additive/Derivative) and sorted appropriately in a 2" fiberboard box with column/row delineations.
- 5.4.10 \_\_\_\_\_ Place one rubber band around each specimen box.
- 5.4.11 \_\_\_\_\_ Place one absorbent sheet around each specimen box and secure with a second rubber band.
- 5.4.12 \_\_\_\_\_ Place the boxes (maximum 4) inside the secondary container. Do not put dry ice or LN2 inside the secondary container. Seal the lid with all six screws.
- 5.4.13 \_\_\_\_\_ Place the secondary container inside the shipper and place the lid on the shipper. Secure the lid.
- 5.4.14 \_\_\_\_\_ Place paperwork (CRF, manifest, etc) and shipping diskette (if provided) in the plastic bag and tape it to the top of the metal lid
- 5.4.15 \_\_\_\_\_ Close the lid and buckle the outer plastic shipping container Label the container with the appropriate labels as follows:
  - 5.4.15.1 \_\_\_\_\_ Sender and Recipient address labels with phone numbers
  - 5.4.15.2 \_\_\_\_\_ Responsible Person label
  - 5.4.15.3 \_\_\_\_\_ UN3373 Biological Substance Category B label
  - 5.4.15.4 \_\_\_\_\_ Completed airway bill placed in transparent pouch
  - 5.4.15.5 \_\_\_\_\_ If shipping to USA from international sites, copy of CDC import permit and commercial invoice in transparent pouch with airway bill
  - 5.4.15.6 \_\_\_\_\_ (optional) Add label to indicate "Temperature Sensitive Material: Please Expedite Delivery but Store at 2-8C if Delayed".

Attachment I: Examples of Approved Shippers

# STP 320 Refrigerated Diagnostic Shipper

**CERTIFIED**  
for Shipping  
Diagnostic  
Specimens  
Refrigerated  
by Air or Ground

Polystyrene Lid  
 Primary Container (s)  
 Bubble Wrap  
 Absorbent  
 Saf-T-Pak Inner  
 leakage cool bag  
 Saf-T-Pak Outer  
 Tyvek envelope  
 Saf-T-Pak  
 Inner Box  
 STP 111  
 Dry Ice or  
 Freezer Blocks  
 Polystyrene  
 Cooler  
 Saf-T-Pak  
 Outer Box  
 STP 321

**WTA • ICAO • 49CFR • USPS**  
 Federal Regulations now affect  
 all diagnostic shipments by air.  
 PI 650 requires a three step  
 packing procedure – leakproof  
 primary, certified leakproof  
 secondary container, and a  
 strong outer container.

**STP 320 DIMENSIONS**

	length	width	height
Inner Box	6 1/2"	6 1/2"	8 1/2"
Outer Box	15 1/2"	13 1/2"	12 1/2"

**STP 320 CAPACITIES**  
 Certified for 24 different primaries

primary vessels	number of vials
2ml Vials	243
500ml Blood Bags	2
10ml Evacuated Blood Collection Vials	32
20ml Vials	30
14ml Vials	32

**TC-125-1B**

**UN 3373**

*Large Capacity...Maintains a  
 Temperature Between 0°C and  
 Minus 44°C for 83 Hours*

Dimensions  
for Shipment

*STP 320 Low Cost Certified Lightweight Insulated Packaging...  
 for Shipping Diagnostic Specimens...Refrigerated*

*Low cost, certified to meet requirements of IATA, ICAO, 49  
 CFR and USPS making it legal for shipping by ground or  
 air. A lightweight Expanded Polystyrene (EPS) insulated  
 package for transporting specimens which must be kept  
 frozen or refrigerated. Suitable for dry ice...7.8 kg of Dry  
 Ice provides up to 83 hours sample protection. Saf-T-Pak's  
 320 can use these freezer blocks. Product No. STP 313, STP  
 314, STP 316, STP 317 and STP 319 see pages 2 & 3.*

*STP 320 SHIPPER Components: 1. Removable outer box  
 2. Polystyrene cooler and lid 3. Instruction sheet  
 4. Hazard & Handling labels 5. Two 250 ml absorbent  
 strips 6. Two STP 710 secondary containers 7. Two 12 x  
 12" bubble strips 8. STP 111 inner box*

- Certified for IATA PI 650 Diagnostic specimens and IATA  
 PI 904 Dry Ice Transport by ground or air
- Tough outer fibreboard box is reusable and marked in  
 accordance with IATA Packing Instruction 650
- 2 lb. density polystyrene cooler with polystyrene lid
- Two STP 710 certified secondary pressure vessels
- Sturdy inner box (STP 111) for specimen stability in  
 transit
- Class 9 label, Dry Ice Quantity label, Overpack and a  
 UN3375 label
- STP 320 will maintain a temperature of between 0°C and  
 minus 44°C for 83 hours when using 7.8 kg of dry ice.

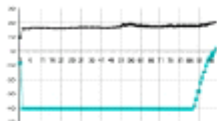
Product No.	DESCRIPTION	Qty per CASE	Price per CASE		
			1/10	1/20	1/30
STP 320	Refrigerated Diagnostic Shipper	4	\$143.44	\$129.90	\$114.75
STP 321	Outer Box only	10	55.08	49.57	44.06
STP 111	Inner Box	10	32.37	32.37	29.93

Order Toll Free 1-800-814-7484 ♦ FAX 1-888-814-7484.

# STP 310 Refrigerated Infectious Shipper

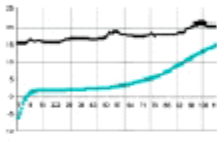
## Technical Specifications

### STP 310 with 5.2 kg Dry Ice Test



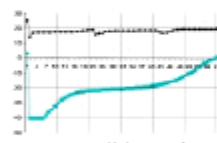
temperature stayed below -20° c for 100 hours  
 temperature stayed below 0° c for 107 hours

### STP 310 with 4.4 kg Gel Packs Test



temperature stayed below 0° c for 102 hours

### STP 310 with 5.4 kg subzero Gel Packs Test



temperature stayed below -10° c for 46 hours

### STP 310 DIMENSIONS

	length	width	height
Inner Box	6 5/8"	6 5/8"	8 1/4"
Outer Box	15 5/8"	13 5/8"	12 1/2"

### STP 310 CAPACITIES

Certified for 24 different primaries  
 SEE PAGE 12 OF INSTRUCTION MANUAL

primary vessels	number of vials
2ml Vials	243
500ml Blood Bags	2
10ml Evacuated Blood Collection Vials	32
20ml Vials	30
14ml Vials	32

for other configurations  
 call 1-800-814-7484

TC-125-1A/8-37

4G CLASS 6.205  
 CAN8-37 SAF-T-PAK

Low Cost...Large Capacity...Holds Three Two Inch Grid Boxes



STP 310 Certified Insulated Shipper for Temperature Sensitive Specimens.

Refrigerated easy-to-use Infectious Substance package. Meets requirements for ICAO/IATA/ICBP/IDGR/CGSB making it legal to transport by ground or air. A lightweight Expanded Polystyrene (EPS) insulated 2 lb. density package for transporting specimens which must be kept frozen or refrigerated. Suitable for dry ice. STP 310 uses STP 710 patented Saf-T-Pak+ technology. Certified secondary container will hold a number of different sized vials or one, 5-tube Saf-T-Pouch. Rugged outer box constructed of high performance fibreboard.

- Patented Saf-T-Pak+ technology for refrigerated transport of infectious substances by ground or air
- Conforms to 49 CFR/IATA PI 602/IATA PI 504 requirements
- Holds STP 710 or STP 730 secondary primary vessels
- Outer box is pre-labeled and comes with empty package cover
- Polystyrene (EPS) 2 lb. density cooler and lid
- For UN 2800 label - Infectious Substance Affecting Animals - see page 11
- Uses freezer jugs - STP 313, STP 314, STP 316, STP 317, or STP 319 - see pages 253



STP 310 10 page INSTRUCTION MANUAL. Includes: Certified types of primary containers and capacities. Approved packaging methods.

STP 310 SHIPPER Components: 1. Assemble 4G outer box 2. Polystyrene cooler and lid 3. STP 111 Inner Box 4. Empty package cover 5. Two STP 710 secondary containers 6. Two 250ml absorbent strips 7. Hazard and handling labels 8. 3 shipper's declaration forms (80% complete) 9. Two 12 x 12" bubble wrap 10. Instruction manual

Product No.	DESCRIPTION	Qty. per CASE	Price per CASE		
			1-10	11-50	50+
STP 310	Refrigerated Infectious Shipper	4	\$146.04	\$131.44	\$116.84
STP 311	Outer Box only	10	63.98	47.96	42.54
STP 312	Conversion Kit - Incl. # 1,3,5,7,8 above	4	91.99	82.43	73.27
STP 303	Empty Package mail flap	10	12.41	11.17	9.93
STP 111	Refurbishment Inner Box only	10	32.37	32.37	29.13

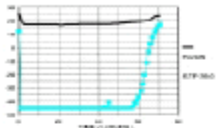
Order Toll Free 1-800-814-7484 ♦ FAX 1-888-814-7484



# STP 350 Refrigerated Infectious Shipper

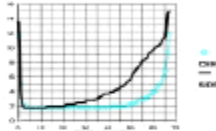
## Technical Specifications

### STP 350 with 9.5 kg Dry Ice Test



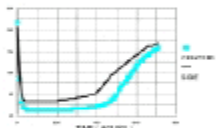
Temperature for secondary container maintained between 0° C and -5° C for 70 hours.

### STP 350 with 5 kg Wet Ice Test



Temperature for the center container maintained between 0° and 10° C for 60 hours and temperature for the side container maintained between 0° and 10° C for 54 hours.

### STP 350 with 4 kg Gel Pack Test



Temperature of the center container maintained between 0° and 10° C for 60 hours. Temperature of the side container maintained between 0° and 10° C for 48 hours.

### STP 350 DIMENSIONS

	length	width	height
Outside	24	20 1/2	12 1/2
Inside	19	15	7

### STP 350 CAPACITIES

Certified for 24 different primaries  
 FOR STP 104 On Page 18

Primary Vessel	Number of Vials
25mL Vials	24
2mL Vials	456
14mL Vials	152
10mL Vials	40
7mL Vials	40
500mL Blood Bag	8

### FOR STP 352

MAINTAIN 2 mL grid boxes at 81 Vials per box. Total of 972 Vials/Box.  
 For Other Configurations Call 1-800-814-7384

**TC-125-1A/8-14**

**4H2 CLASS 6.205  
 CAN/8-14 SAF-T-PAK**

## Hi Capacity Saf-T-Case... Certified for 4 Litre Shipments... Under IATA Special Provision A 81



STP 350-11-page INSTRUCTION MANUAL includes:  
 A. Certified types of primary containers, container capacities and number of containers per package.  
 B. Directions for approved packaging methods.  
 C. Directions for marking and labeling.

### STP 350 Certified to Hold up to 972 two mL Vials (see STP 352 below)

- Certified for up to 4 litres on Passenger and Cargo Aircraft using IATA special provision A 81.
- Meets IATA P1 602 (Infectious Substances), IATA P1 650 (Diagnostic Specimens), IATA P1 904 (Dry Ice)
- Meets Transport Canada TC-125-1A Requirements.
- Certified for STP 710 technology. See page 12.

Durable, HDPE Saf-T-Case with an insulated polystyrene EPS liner, has convenient carrying handle and hinged lid that meet requirements of ICAO/IATA Packing Instruction 602 (Infectious Substances), IATA P1 650 Diagnostic Specimens, Packing Instruction 904 (Dry Ice).

STP 350 SHIPPER Components: 1. Durable HDPE case 2. Expanded Polystyrene insulating liner  
 3. Handling labels 4. Instruction manual 5. Hazard labels



### STP 352 Grid Box Insert for Saf-T-Case

Certified for STP 710 secondary pressure vessel system to use with STP 350 case above. Grid box insert holds up to twelve 2mL grid boxes at 81 vials per box for a total of 972 specimens. Meets requirements 602 Infectious and 650 Diagnostic Specimens refrigerated transport.

STP 352 Contains: • Adaptor • 12 STP 710 secondary pressure vessels • Twelve 250 mL absorbent strips • Instruction sheet

Product No.	DESCRIPTION	Qty per CASE	Price per CASE		
			1-10	11-24	25+
STP 350	Refrigerated Saf-T-Case	1 each	\$376.85	\$338.99	\$309.32
STP 351	Replacement Polystyrene Liner	1 each	111.40	100.26	89.12
STP 352	Grid Box Retainer & Pressure Vessels	12	40.35	40.35	36.32



**SAFT-PAK**  
 INC.

Order on the INTERNET ♦ [www.saftpak.com](http://www.saftpak.com)



Procedure: ACTN Checklist for Overnight Shipments

Prepared by: ACTN Laboratory Technologist Committee

Preparation Date: 10 July 2006,

Date Implemented into the Laboratory: \_\_\_\_\_

Updated on:

02 May 2008  
\_\_\_\_\_

Reviewed by:

Linda K. Lambrecht, M.S

Date:

02 May 2008

ACTN Laboratory Technologists Cpomittee 02 May 2008  
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Participating Networks:

ACTG  
IMPAACT