



U.S. Department  
of Transportation

**Pipeline and  
Hazardous Materials Safety  
Administration**

400 Seventh Street, S.W.  
Washington, D.C. 20590

DEC -5 2005

Ms. Maureen McCallister  
Menlo Worldwide Forwarding, a UPS Company  
1 Emery Plaza, Dayton International Airport  
Vandalia, Ohio 45377

Ref. No. 05-0068

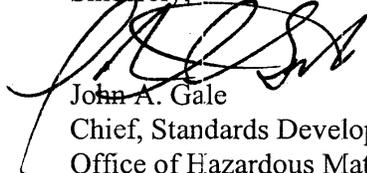
Dear Ms. McCallister:

This responds to your March 29, 2005 letter requesting clarification on the revised Form DOT F 5800.1, Hazardous Materials Incident Report concerning undeclared shipments under the Hazardous Materials Regulations (HMR; 49 CFR Parts 171-180). Specifically, you ask what information is required on the incident report form for an undeclared shipment.

The nature of an undeclared shipment is such that complete information about the shipment may not be known at the time of discovery. If the undeclared shipment is discovered because material was released from the package during transportation, then the information in Part II and Part III of the incident report should be completed to the extent that specific information is known. Similarly, Parts IV and V of the report concerning the consequences of the incident should also be completed. If the undeclared shipment was discovered and no material was released from the package, then you should provide as much information as possible, including the carrier information in item 10 of Part II, the shipper/offeror information in item 11 of Part II, and the shipment origin and destination information in items 12 and 13 of Part II. For all reports related to undeclared shipments, you should describe the events that led to the discovery of the undeclared shipment in Part VI of the report. Finally, for all reports related to undeclared shipments, you should complete Part VIII to provide contact information. For information that is not known at the time the undeclared shipment is discovered, you may indicate on the report that the information is not known.

I hope this answers your inquiry.

Sincerely,



John A. Gale  
Chief, Standards Development  
Office of Hazardous Materials Standards



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*Incident Reports  
05-0068*

**From:** mccallister.maureen@ups-scs.com  
**Sent:** Tuesday, March 29, 2005 2:08 PM  
**To:** INFOCNTR <PHMSA>  
**Subject:** Information Center Comments/Questions

Below is the result of your feedback form. It was submitted by Maureen McCallister (mccallister.maureen@ups-scs.com) on Tuesday, March 29, 2005 at 14:07:43.

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Email: mccallister.maureen@ups-scs.com

Name: Maureen McCallister

Category: Other questions?

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Comments: While doing an initial review of the revised 5800 and the instructions (DHM50-0038-0604), I see that the form is geared toward knowing some or most of the information, such as hazard class and package specification information. My question is what information is required on the form for an UNDECLARED shipment? There is no direction indicating what information in particular the DOT is looking for regarding undeclared shipments or if sections of the form can be skipped if this is the case. Can you clarify please?