# As of the 1st of August 2016, all Dangerous Goods records must be validated in FremanWeb

The FremanWeb Dangerous goods database checks for common and unintentional errors in details provided e.g. missing a flash point or UN / Class mismatch.

Validating your dangerous goods is a quick and simple one off process saving you from having to create manual Dangerous Goods declarations for every consignment.

#### If unvalidated DG records exist on your Consignment Note, you will now see the following message:

	Please Note: This consignment note contains Dangerous Goods records that need to be validated.
•	You must validate your dangerous goods records before proceeding with this consignment note.
	Validate

## How to Validate your Dangerous Goods From the New Consignment Note Page:

1. When creating a New Consignment Note, each new line of Dangerous Goods entered will display either of the following DG icons:

- a.  $\diamond =$ Validated
- b. **()** = **Unvalidated**
- 2. From here there are two options to validate your DG products:
  - a. Click on the *unvalidated* (+) icons to validate your DG record(s) before completing the consignment note

Line	Num	STC	Description	DC	UN	M	3	Kgs
1	1		PALLET OF PAINT	3	1263	\	1.5	600
2	1		PALLET OF SPRAYPAINT	2.1	1950	•[	1.2	150
3								
4								

b. Or when clicking Save & New, Save & Exit, Print or Preview, the warning message will display if a DG on that consignment note is *unvalidated* Select 'Validate'.



3. The Validate DG Detail screen below will open:

stomer DG Ref:	UN3266 8 II						E.S.
No:	3266						
riant P	roper Shipping Name	Clas	s Sub Risk	HazChem	Pack Group	Flash Point	Existing DG Detail
1 21 0	ORROSIVE LIQUID, BASIC, INORGANIC, N.	0.5.	8	2X	1		Invalid details are highlighted
1410	ARRACIUS INAURA RACIA INARCANICA N	0.6		24			in red and require updating. Please refer to your Safety
2 20 0	ORROSIVE LIQUID, BASIC, INORGANIC, NA	0.5.		28			Data Sheet (SDS) when
3 🐔 C	ORROSIVE LIQUID, BASIC, INORGANIC, N.	0.5.	8	2×	111		validating your DG record.
							UN3266 8 II
							UN Not 3266
							UN Not 3266 Variants
							UN No: 3266 Variant: Proper Shipping Name: CORROSTVE LIQUID: BASIC. INORGANIC, N.O.S.
							UN No: 3266 Variant: Proper Shipping Name: CORROSIVE LIQUID, BASIC, BNORGANIC, N.O.S. Class: 0
							UN No: 3266 Variant: Proper Shipping Names CORROSTVE LIQUED, BASIC, 200RGANEC, N.O.S. Class: 6 Subsidiary Risks 0
							UN No: 3266 Variant: Proper Shipping Name: CORROSVE LQUID, BASIC, BIORGANIC, N.O.S. Elais: 6 Subsidiary Risk: 0 HazCham: 2X
							UN No: 3266 Variant: Proper Shipping Names: CORROSVE LQUUD, BASC, INORGANIC, N.O.S. Class: 6 Subsidiary Risk: 0 HasChem: 2X Packing Group: 11
							UN No: 3266 Variant: Proper Shipping Name: CORROSVE LQUID, BASIC, INORGANIC, N.O.S. Class: 6 Subsidiary Risk: 0 MazChem: 2X Packing Group: II Flashpoint:
							UN No: 3266 Variant: Proper Shipping Names: CORROSVE LQUID, RASIC, INORANIC, N.O.S. Class: 0 Subsidiary Risks 0 MasChem: 2X Packing Group: II Flashpoint: Marine Pollutant: NO
Detail							UN No: 3266 Variant: Proper Shipping Name: CORROSVE LQUID, BASIC, BINGRANC, N.O.S. Class: Subsidiany Risk: Baschem: 2X Packing Group: II Plashojoint: Marine Pollutant: NO Acid/Altalii
Detail No: 3266 Pro	oper Shipping Name:	BASIC, INORGANIC, N.O.S.				HazChem: 2X	UN No: 3266 Variant: Proper Shipping Name: CORROSVE LQUID, BASIC, BMORGANIC, N.O.S. Liass: 8 Subsidiary Risk: 0 HatCham: 2X Packing Group: II Flashpoint: Marine Pollutant: NO Acid/Alkali
Detail	per Shipping Name: CORROSIVE LIQUID, I	BASIC, INORGANIC, N.O.S.	Eachosist			HazChem: 2X	UN No: 3266 Variant: Proper Shipping Names CORROSVE LQUID, BASIC, BAGRANIC, N.O.S. Subsidiary Risk: 0 Haschem: 2X Packing Group: II Flashpoint: Marine Pallutant: NO Acid/Alkali: Technical Names
Detail No: 3266 Pro Int: 1 Ha:	iper Shipping Name: CORROSIVE LIQUID, zard Class: 8 Subsidiary Risk:	BASIC, INORGANIC, N.O.S. Packing Group:	Flashpoint:		Ma	HazChem: 2X rine Pollutant: Yes 💿 No 👁 Acid 🕢 Alkali 🕤	UN Nos 2266 Variant: Proper Shipping Name: CORROSVE LQUID, RASIC, BIORGANIC, N.O.S. Subsidiary Risks 0 HazChem: 2X Packing Group: II Flashpoint: Marine Pellutant: NO Acid/Alkali Technical Name:
Detail No: 3266 Pro Int: 1 Hai	per Shipping Name: CORROSIVE LIQUID, I zard Class: 8 Subsidiary Risk: chnical Name: Coler product Includes	BASIC, INORGANIC, N.O.S. Packing Group:	Flashpoint:		Ma	HazChem: 2X rine Pollutant: Yes ) No @ Mcid ) Alkali (	UN No: 3266 Variant: Proper Shipping Name: CORROSVE LQUUD, BASIC, BORGANIC, N.O.S. Subaidiary Ruks: 0 MazChem: 2X Packing Group: II Flashpoint: Marine Pollutant: NO Acid/Alkali: Technical Name: Additional Info: Packane Type:
Detail No: 3266 Pro ant: 1 Hai Teo	per Shipping Name: CORROSIVE LIQUID, zard Class: 8 Subsidiary Risk: chnical Name: Enter additional inform	BASIC, INORGANIC, N.O.S. Packing Group: 1	Flashpoint:		Ma	HazChem: 2X rine Pollutant: Yes 💿 No 🛞 Acid 💿 Alkali 💿	UN No: 3266 Variant: Proper Shipping Name: CORROSVE LQUID, ASSC, BIORGANC, N.O.S. Class: 0 Matchem: 2X Packing Group: II Plashing Group: II Plashing Group: II Plashing Info: Acid/Alkali: Technical Name: Additional Info: Package Type: Package Intr:
Detail No: 3266 Pro ant: 1 Has Tes Add	per Shipping Name: CORROSIVE LIQUID, zard Class: 8 Subsidiary Risk: chnical Name: Enter product bechnica Enter additional inform	BASIC, INORGANIC, N.O.S. Packing Group:	Flashpoint:		Ma	HazChem: 2X rine Pollutant: Yes () No (e) Acid () Alkali ()	UN No: 3266 Variant: Proper Shipping Name: COARGSVE LQUUD, ASIC, DIORGANEC, N.O.S. Class: 8 Subsidiary Risk: 0 HazChem: 2X Packing Group: II Flashpoint: Marine Pollotant: NO Acid Alkali: Technical Name: Additional Infe: Package Inst:

- a. Any details you already have saved will be auto-populated
- b. Please refer to your Safety Data Sheet (SDS) to complete and validate all fields and click 'Save'

Required fields vary based on the UN number of your product (mandatory fields are highlighted in Red)

If you have already provided all the required information and this is displayed correctly, click Save

- c. The DG icons will turn from Red  $\blacklozenge$  to Green  $\diamondsuit$ .
  - i. When all DGs on your consignment note are Green, FremanWeb will allow you to continue and print your consignment notes, labels and DG declaration documents



Line	Num	STC	Description	Commodity	DO	C I	UN		Height	Width	Length	M <sup>3</sup>	Kgs	
1	1		Home Armor Flexible Sealer-Black			2.1	1950	$\diamond$		J		0.01	. 3	
2	1		Home Armor Flexible Sealer-White			2.1	1950	Ó			·	0.01	. 3	
3	1		Home Armor Flexible Sealer-Clear			2.1	1950	Ó				0.01	3	
4														
5														
	3											0.03	3 9	Add

Once validated, **all details will be saved for all future consignments created** and you will not need to validate the same DG record again

### How to Validate your Dangerous Goods from the Product Page:

Under the Maintain - Products tab:

Maintain
Receivers
Products
Dangerous Goods
DG Signatories
Senders/Charges
Import File
Options
Note Template

- 1. Click the 'Validate' button.
  - a. FremanWeb will check your existing DG details saved in FremanWeb have the correct information
  - b. If all information is correct, this will automatically validate any DG records where all required information is provided
  - c. If any required information is missing or the data provided is invalid, these will be marked as un-validated and FremanWeb. The description of any errors will display at the top of the screen
- 2. To validate your DG details, simply click on the **unvalidated** icon anywhere it displays and refer to your SDS to complete the information required

Products (Default)           Validation Error Summary         • Product Code 1.32416E+12. Please select acid or alkal. Please enter Technical Name Please select a variant         • Product Code 1.32416E+12. Please select acid or alkal. Please enter Technical Name Please select a variant													
New Product Delete Show All Export Validate													
0	Product Code A	Product Description	Height	Width	Length	Metres	Kas	Commodity	Courier product	Class	UN Number	HazChem	
	1.32416E+12	1.231118+32	10	2	17	340	8000		No	8	3266	zx	٠
■ 285-49 NSF D/GRY 31 285-49 Non-Sand Filler 2 X 31 0.04 8 No 8 3266 0 ♦													
202-49 H2F DrOKT 31, 245-49 Non-sand Finer 2 X 32.         0.04         0         No         0         3266         0           Show Papel 1 (Total Records: 2) Records Per Pagel 5         •													

For other useful information on FremanWeb, please refer to our online user manual located under the Help tab, or call your Account Manager or our IT Helpdesk. <u>Contact Us.</u>

Under dangerous goods regulations, a transport document <u>must</u> state all relevant information and be given in paper format to the driver. It is an offence not supplying accurate information and you could be fined.



New Product Delete Show All Export Validate Back

### **Dangerous Goods Reference Guide**

DG DETAIL FIELD	Enter or Auto-Populated	DESCRIPTION
Customer DG Ref	Enter (Mandatory)	Can be anything - a product code, short code, etc.
UN No	Enter (Mandatory)	UN number is used to identify the hazardous sub- stances and articles. Eg. UN1950
Proper Shipping Name	Auto-populated	Proper shipping name of the dangerous good
Hazchem	Auto-populated	Code used by emergency services to determine how to deal with the dangerous good in the event of an accident, fire or spill. Eg. 3[Y]E
Hazard Class	Auto-populated	DG Class number. Eg. 5.1
Subsidiary Risk	Auto-populated	Sub risk. Eg. A class 5.1 with sub risk 8 would be 5.1/8
Packing Group	Auto-populated	<ol> <li>Determines the danger of the dangerous good:</li> <li>Great danger, needs the most protective packaging and may also need to be segregated or transported on its own.</li> <li>Medium danger</li> <li>Least dangerous</li> </ol>
Flashpoint	Auto-populated (NZ can specify)	The lowest temperature at which the dangerous good can vaporise to form an ignitable mixture in the air
Acid/ Alkali	Enter (Dependant)	An option must be selected
Marine Pollutant	Enter (Dependant)	If ticked, states that the dangerous good is a ma- rine pollutant. If un-ticked the dangerous good is not classified as a marine pollutant
Technical Name	Enter (Mandatory)	The actual name of the product. Eg. Round Up20 LTR
Additional Info	Enter	State any additional information that needs to be known about the dangerous good
Package Type	Enter (Mandatory)	States how the dangerous good is packaged and what it travels in. Eg. Pails, cartons, bottles, etc.

**PLEASE NOTE:** The correct dangerous goods information for a product will be on the product Material Safety Data Sheet (MSDS) form which the customer should have if they are manufacturing and storing dangerous goods.

