

## Laboratory UN testing

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### Duration of Tests

- The sequence of a single series of tests lasts approximately five working days. Including sample preparation and issuing a test report, it will normally take three weeks from receipt of test packs to submission of a report to VCA and VCA issuing a certificate number. This assumes that the samples are correctly supplied and the specification information is complete. In special circumstances, it may be possible to shorten this time. VCA will make an additional charge for the express service.

### Test Packs

- Eight packs complete with inner packaging are required for the tests. All the components are to be as intended for normal use because any changes after the specification has been defined may necessitate further testing.
- It is advised, particularly if the pack is untried, to submit an additional pack for initial proving tests. Trial packs can be submitted to the Laboratory in advance of full testing if various designs wish to be considered and you are unsure which one will be the most successful. Packs may either be submitted already made up or in kit form.
- It is normal to test packs with safe contents unless the hazard presented is considered negligible, authorisation is required before the laboratory can accept any deliveries of this nature, we cannot perform the tests with actual Dangerous products or live explosive devices so we request an inert representation be used as a substitute. For liquids, water may be used unless the inner container is plastic, in which case ethylene glycol is required. For solids, a material of similar density and physical characteristics is required and the laboratory will normally advise on this.
- The technical centre needs to be advised on the hazardous substance or article being packed either by name or UN number and they will confirm the Hazard Class and Packing Group.

### The UN Certificate

- The great majority of the packs we will see are "combination" packs that are an outer Fibreboard case with some form of inner packaging e.g. plastic bottles. It is, therefore, advisable that the customer for the case will be the certificate holder since it is only they who



are in a position to control all aspects of packing the hazardous material. It is, therefore, necessary to-

1. Provide the Technical Centre with the customer's full name and Address, which will be shown on the certificate (the certificate holder).
2. Provide the name of the person to whom the certificate should be sent, along with their telephone and fax numbers.
3. Obtain authorisation from the customer for them to be invoiced by VCA for the certificate fees. These charges are reviewed annually by the VCA. (for an up to date cost please visit their website <http://www.dft.gov.uk/vca/dangerousgoods/dangerous-goods-offi.asp> Or contact them directly on [dgenquiries@vca.gov.uk](mailto:dgenquiries@vca.gov.uk)

#### **Additional Documentation**

- Relevant specification forms which must be Copied and returned with an order number (a credit form must also be submitted and authorised prior to the first tests can be under taken) for the purpose of the invoicing. An authorisation letter will also be provided to be completed by the customer. It is necessary that all documentation be completed correctly to avoid any mistakes or misinterpretation. Any incomplete paperwork will delay the report being submitted to VCA.