

# PROTECT WHAT MATTERS. BE BATTERY SAFE.

## Shipping - Tip Sheet

Thank you for your ongoing commitment to responsible battery management. As a Call2Recycle collection partner, you play a critical role in protecting workers, facilities, communities, and the environment by prioritizing battery safety during the **shipping process**.

Let's work together to create a safer environment by incorporating this **Be Battery Safe** checklist into your daily operations.

### Shipment Preparation: Battery Safety Checklist

**1**

**Double-check Bulk Containers:** Confirm that the following were properly addressed during receiving:



- Ensure your total shipment weighs at least 230 kg.
- Ensure that you are shipping only dry-cell Alkaline, Ni-Cd, SSLA/Pb, Ni-MH, Lithium Primary or Li-Ion batteries weighing 5 kg each or less.
- Verify that batteries are packaged to meet Transport Canada (TDG) requirements. SSLA, Lithium Primary and Li-Ion must be individually bagged or have taped terminals or meet Transport Canada's short circuit protection requirements.
- Drums and lids are securely closed and sealed.

**2**

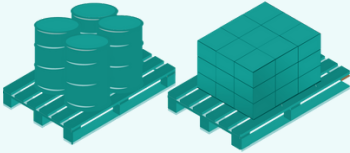
**Shipping Documents:**



- Visit [greentrax.call2recycle.org](https://greentrax.call2recycle.org) and follow the instructions specific to your province to fill out the appropriate documents. You will need your Call2Recycle username and password. If you need assistance, please Tatiana Espinosa-Merlano at [tespinosa-merlano@call2recycle.ca](mailto:tespinosa-merlano@call2recycle.ca).

### 3

#### Secure Containers:



- Drums have been safely placed and secured on pallet(s).
- Note: each individual pallet must NOT exceed 1,135 kg.
- After you print the container template(s), update accordingly, affix updated copy to each container and ensure it is visible at all times.
- Print and complete the container template(s).
- Attach a completed copy to each container.
- Make sure templates and labels are visible and legible.

### 4

#### Schedule Shipment:



- Once your shipment is ready and meets all requirements, follow the online instructions at [greentrax.call2recycle.org](https://greentrax.call2recycle.org) to schedule your shipment.

## Additional Resources

- Prepare Batteries for Shipping & Recycling: [Guidelines for Bulk Shipping](#)
- Order more collection material: [Re-Order Collection Materials](#)
- Safety Resources: [Safety Resources](#)
- Request Program Assistance: [customerservice@call2recycle.ca](mailto:customerservice@call2recycle.ca)