Preparation of Medical Temperature-Sensitive Products Requiring Freeze or Refrigerated (Chill) Environments for Shipment
(Supplementation is permitted at all levels)

A. REFERENCES


2. International Air Transport Association Dangerous Goods Regulations (http://www.iata.org/).


4. DLAR 4145.21, Preparation of Medical Materiel Requiring Freeze or Chill Environment for Shipment, April 23, 1990.

5. Department of Defense (DoD)/Department of Veterans Affairs (VA) Medical Catalog (https://dmmonline.dscp.dla.mil/).


* DLA approval precedes acceptance and directives system validation by these organizations.
B. PURPOSE


2. Establishes the policies and procedures for the application of cold chain management principles in the packaging, handling, labeling, shipping and storage of temperature-sensitive medical products requiring refrigerated (chill) or freeze environments. It provides for the labels and forms necessary for special handling of these items.

3. Includes procedures and specialized protocols for packaging of Federal Supply Class (FSC) 6505 Pharmaceuticals, FSC 6630 In Vitro Diagnostic Reagents and other designated items requiring application of more stringent cold chain management principles.

4. Temperature-sensitive medical products can be compromised by many factors. Major contributors to the loss of product include, but are not limited to: freezing, improper temperature control during shipment, improperly calibrated storage temperature control systems, improper packaging, contamination, and lack of knowledge of cold chain management procedures by personnel handling the products.

5. Cold Chain Management Principles include:
   a. Use of validated shipping containers to keep products chilled at proper temperature and prevent freezing.
   b. Inclusion of temperature monitoring devices.
   c. Rapid movement of products – Partnership with commercial carrier guarantees express delivery.
   d. Key involvement with knowledgeable customers.

   a. Freezer products. To prevent deterioration or other damage, freezer products must remain in a frozen state, according to the manufacturer's storage temperature guidelines, until ready for use.
   b. Refrigerated (chilled) products. To prevent deterioration or other damage, refrigerated products must stay in a chilled state, according to manufacturer's storage temperature guidelines, until ready for use. Certain refrigerated (chill) products may also be subject to damage if frozen.
   c. Care must be exercised in shipment preparation and planning to provide for temperature variations, multiple handling and extended periods of time in transit. Use of specification containers and proper forms reduces the risk of damage.

C. APPLICABILITY AND SCOPE.

1. This guidance is applicable to DLA Headquarters, DLA DSCP Directorate of Medical Materiel, DLA Defense Distribution Center (DDC), Defense Distribution Depots (DDs), other DoD agencies, and the Army, Navy and Air Force activities handling medical materiel.

2. The objectives of this joint instruction are to:
   a. Protect refrigerated (chilled) medical products from damage due to freezing or elevated temperatures during receipt, shipment, and storage.
   b. Protect freezer products from damage due to elevated temperatures during receipt, shipment and storage.
c. Assure maximum shelf life and suitability for use by minimizing the rate of deterioration.

d. Provide instruction and technical guidance in preparing such materiel for shipment.

e. Standardize shipping containers to effect minimum weight and cube.

f. Assure maximum uniformity in packaging, marking, labeling and shipping of perishable medical supplies.

g. Minimize waste.

D. DEFINITIONS

1. Cold Chain Management. The process of preparing temperature-sensitive medical products for shipment utilizing standardized systems and procedures, ensuring that required temperatures are maintained throughout the supply chain, and the validation that those conditions are met during all phases of distribution until delivery. Items are identified in the Federal Logistics Information System (FLIS), the DOD repository for item data, by the Item Type Storage Code (ITSC). These codes and alternate systems are noted in Table I.

2. Refrigerated (Chill) Items. Refrigerated chill items are thermostatically-controlled between 2°C and 8°C (36°F and 46°F) during storage.

3. Frozen items. Frozen items are thermostatically-controlled between -25°C and -10°C (-13°F and 14°F) during storage.

4. Controlled Room Temperature Items. Controlled Room Temperature items are thermostatically-controlled between 20°C and 25°C (68°F and 77°F).

5. Controlled Humidity. Controlled Room Temperature items are to be stored in Relative Humidity not to exceed 40% RH.

6. Vault Controlled and Refrigerated (Chill) Items. Refrigerated items that require vault controlled storage are Drug Enforcement Agency (DEA) Schedule II class drugs. These drugs have a high potential for abuse.

7. Vault Controlled Items. These items require vault controlled storage and are DEA Schedule II class drugs as defined in paragraph 5 above.

8. Secured Items. These items require secured storage and are DEA Schedule III, IV, and V class drugs as defined as follows: C-III - Some potential for abuse; C-IV and V – Low potential for abuse.

9. Hazardous and Refrigerated (Chill) Items. Hazardous material items that require refrigeration must be stored with compatible hazardous materials.
### TABLE I. ITSC – STORAGE REQUIREMENTS

<table>
<thead>
<tr>
<th>STORAGE CATEGORY</th>
<th>ITSC PRIMARY SOURCE OF DATA (FLIS)</th>
<th>Special Requirements Codes (SCR)</th>
<th>DOD/VA Medical Catalog Codes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Controlled Humidity</td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Controlled Room Temperature</td>
<td>3</td>
<td>9</td>
<td>9</td>
</tr>
<tr>
<td>Frozen</td>
<td>4</td>
<td>W</td>
<td>W</td>
</tr>
<tr>
<td>Refrigerated (Chill)</td>
<td>5</td>
<td>G</td>
<td>G</td>
</tr>
<tr>
<td>Vault Controlled and Refrigerated (Chill)</td>
<td>6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Secured Refrigerated</td>
<td>7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vault Controlled at Room Temperature</td>
<td>8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Secured Controlled Room Temperature</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hazardous and Refrigerated (Chill)</td>
<td>H</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### E. PROCEDURES

1. All perishable medical products will be afforded the degree of protection required to prevent deterioration or other damage due to hazards to which the items may be subjected during shipment. Methods utilized in providing protection for the products in shipment will conform to the requirements and instructions hereinafter indicated.

2. Blood and blood products that require a refrigerated (chill) or freeze environment will be prepared for shipment as specified in reference A.14.

3. Infectious substances, diagnostic specimens, biological products, regulated medical waste dispatched from military medical healthcare and research facilities, and environmental specimens that require a chill or freeze environment will be prepared for shipment as specified in the local or sampling protocol. Medical waste shipments will also be tracked in accordance with applicable federal, state and local laws and regulations. (Additional information may be obtained from the U.S Environmental Protection Agency Medical Waste web site, [http://www.epa.gov/epaoswer/other/medical/index.htm](http://www.epa.gov/epaoswer/other/medical/index.htm).)

4. For FSC 6505 Pharmaceuticals and other designated items requiring application of more stringent cold chain management principles, specialized packaging protocols have been developed. Protocols designed for shipment of specific temperature-sensitive medical products requiring storage temperatures between 2°C and 8°C (36° and 46°F) are illustrated in attachment 1. Protocols designed for shipments of specific temperature-sensitive medical products requiring storage temperatures at or below -17°C (1°F) are currently being developed and will be incorporated into this Instruction, as attachment 2, at a later date.

5. The appropriate regulations for the mode of transportation will be followed per references A1, A2, and A3. This instruction will be used as guidance for the type and quantity of refrigerant to use to maintain viable medical materiel. All other inner and outer packaging will be as specified in the appropriate regulations.

6. Proper methods of preparation for shipment prescribed herein are dependent upon alert personnel experienced in properly handling, shipping, and storing the items, and the conditions to which the medical products will be exposed prior to delivery to the customer.

7. Emergency response information. Hazardous materials shall not be transported, stored or handled unless emergency response information is available at all times. The shipper must provide a 24-hour emergency response telephone number that is monitored at all times by personnel who are knowledgeable of the hazards and characteristics of the materials being shipped. This information is required in the event of an emergency involving the material and shall be provided on the Shipper's
Declaration for Dangerous Goods as specified in para. E.9. For shipments originating from DoD activities, the following numbers shall be used:

(1) For Class 1 material, contact The Army Operations Center, (703) 697-0218/0219. Ask for the Watch Officer.

(2) For radioactive material, contact Rock Island Arsenal, (309) 782-3510. Call collect. Ask for the Staff Duty Officer.

(3) For all other hazardous materials, contact The DoD Emergency Response Hotline, (800) 851-8061 (toll free) or (804) 279-3131.

For shipments originating from non-DoD activities, use the company, safety organization, or other contact telephone number applicable to the material shipped. As specified in para. E.9., the number must include the international access code, the country code and the city code for the point of contact.

8. Military air shipments of chilled/frozen medical materiel. When shipments of chilled/frozen medical materiel are by military air, each shipment will be accompanied by a properly completed DD Form 1387-2, Special Handling Data/Certification.


a. HAZMAT shall be packaged, labeled, and certified in accordance with reference A.1. In addition, temperature-sensitive HAZMAT shall be prepared for shipment as specified in Section F; however, HAZMAT designated as requiring application of more stringent cold chain management principles shall be prepared for shipment as specified in Section G.

b. For commercial air or military air shipments, each HAZMAT shipment will be accompanied by a properly executed Shipper's Declaration for Dangerous Goods certification. The certification will be completed as described in reference A.3., Attachment 17. Emergency point of contact information shall be included on the Shipper's Declaration for Dangerous Goods in the section headed "Additional Handling Information". The complete telephone number shall be listed; the number shall include the international access code, the country code and the city code.

c. For military air shipment, each HAZMAT shipment will also meet all packaging, marking, and labeling requirements described in reference A.3.


a. General requirements contained in Section F are applicable to routine packaging of temperature-sensitive medical products, unless otherwise specified in the contract or order.

b. Specialized requirements contained in Section G are applicable to packaging of FSC 6505 Pharmaceuticals and all other Medical items designated as requiring application of more stringent cold chain management principles.

F. GENERAL REQUIREMENTS. This section is applicable to packaging of temperature-sensitive medical products which are identified as not requiring stringent cold chain management principles, unless otherwise specified in the contract or order.

1. Exterior (shipping) containers. Exterior (shipping) containers will conform to the applicable requirements of CID A-A-59195. Table II lists standard National Stock Numbers (NSN) for insulated shipping containers that conform to the CID. Note that this listing may not be indicative of all available container dimensions.
TABLE II. STANDARD NSNs.

<table>
<thead>
<tr>
<th>NSN</th>
<th>SIZE</th>
<th>CONTAINER DIMENSIONS (Length x Width x Height)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8145-01-524-0263</td>
<td>Small</td>
<td>11&quot; L x 8&quot; W x 7&quot; H</td>
</tr>
<tr>
<td>8145-01-524-0266</td>
<td>Medium</td>
<td>14&quot; L x 8&quot; W x 11&quot; H</td>
</tr>
<tr>
<td>8145-01-524-0269</td>
<td>Large</td>
<td>18-1/2&quot; L x 14-1/2&quot; W x 11-3/4&quot; H</td>
</tr>
<tr>
<td>8145-01-524-0274</td>
<td>Extra Large</td>
<td>18-1/4&quot; L x 18-1/2&quot; W x 17-3/4&quot; H</td>
</tr>
</tbody>
</table>

2. Freezer products.

a. Products which are identified as freezer items in the FLIS or the DoD/VA Medical Catalog will be stored and shipped in a constant frozen state. Dry ice only will be used and containers will be pre-cooled to 4° C (40° F) before packaging. Items selected for shipment should be placed in one or more of the containers listed in Table II. Container size will allow sufficient space for the required amount of dry ice. Containers will conform to CID A-A-59195, Type I. The dimensions for each NSN will be as listed in Table II. Dry ice will conform to CGA G-6.2. The required amount of dry ice to be used for each size container, as shown in Table III, will maintain the required temperature (below -4° C) for up to 96 hours.

TABLE III. FROZEN - DRY ICE

<table>
<thead>
<tr>
<th>NSN</th>
<th>POUNDS OF DRY ICE</th>
<th>HOURS MAINTAINED BELOW -4° C (25° F)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8145-01-524-0263</td>
<td>14 lbs (6.4 kg)</td>
<td>96 hours</td>
</tr>
<tr>
<td>8145-01-524-0266</td>
<td>21 lbs (9.5 kg)</td>
<td>96 hours</td>
</tr>
<tr>
<td>8145-01-524-0269</td>
<td>42 lbs (19.1 kg)</td>
<td>96 hours</td>
</tr>
<tr>
<td>8145-01-524-0274</td>
<td>55 lbs (25 kg)</td>
<td>96 hours</td>
</tr>
</tbody>
</table>

1/ Pre-cool containers to 4° C (40° F) before packaging and closing.

b. Package individual unit packages into the pre-cooled insulated shipping container snugly, taking advantage of all available space. Fill all void space with properly conditioned gel packs or dry ice. Add the required amount of dry ice on top. When re-icing is required, it will be done without handling the items.

c. Diluents and component parts of freezer products will be packaged in separate containers normally used for non-freezer products. Set assembly markings will be used in these cases.

d. Refer to paragraph F.4. for marking and labeling requirements. Unless otherwise specified, a copy of DSCP Form 2770, Notice for Frozen Medical Materiel Shipments (Attachment 8) will be placed inside each shipping container prior to closure.

e. Copies of the DD Form 1348-1 DoD Single Line Item Release/Receipt Document/DD Form 1348-
f. Closure of container will be by tape not less than 2 inches wide conforming to reference A.11. The three-strip method will be used with one strip over the length of the center seam and extending a minimum of 2 inches over the end panels. One strip will be used to seal each edge of seam to within 1 inch of corner, thus leaving space at each corner for ventilation of the dry ice. A copy of DD Form 1502, Frozen Medical Material Shipment, annotated with all required information, shall be securely affixed to the sealed container, either on the top of the container, or adjacent to the shipping label.

3. Refrigerated (chilled) products.

a. Products requiring constant refrigeration.

(1) Products which are identified as refrigerated (chill) items in the FLIS and in the DoD/VA Medical Catalog will be packaged in containers as specified in Table II. The storage temperature for these products shall be between 2°C and 8°C (36°F and 46°F). Refrigerant Packs will be used and containers will be pre-cooled to 4°C (40°F) before packaging. Items selected for shipment should be placed in one or more of the containers listed in Table II. Container size will allow sufficient space for the required amount of refrigerant packs. Containers will conform to CID A-A-59195, Type I. The dimensions for each NSN will be as listed in Table II. The required amount of refrigerant packs to be used for each size container, as shown in Table IV, will maintain the required temperature (2°C – 8°C) for up to 72 hours.

<table>
<thead>
<tr>
<th>NSN</th>
<th>POUNDS OF REFRIGERANT PACKS</th>
<th>HOURS MAINTAINED BETWEEN 2°C AND 8°C (36°F AND 46°F)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8145-01-524-0263</td>
<td>12 lbs (5.4 kg)</td>
<td>72 hours</td>
</tr>
<tr>
<td>8145-01-524-0266</td>
<td>19-1/2 lbs (8.8 kg)</td>
<td>72 hours</td>
</tr>
<tr>
<td>8145-01-524-0269</td>
<td>51 lbs (21.1 kg)</td>
<td>72 hours</td>
</tr>
<tr>
<td>8145-01-524-0274</td>
<td>81 lbs (36.7 kg)</td>
<td>72 hours</td>
</tr>
</tbody>
</table>

\* Pre-cool containers to 4°C (40°F) before packaging and closing.

(2) A copy of DSCP Form 2770-1, Notice for Chilled Medical Material Shipments (Attachment 9) will be placed into each shipping container prior to closure. DSCP Form 2770-1 is not required for shipments of laboratory or environmental specimens.

(3) Refer to paragraph F.4. for marking and labeling requirements.

b. Products not requiring constant refrigeration. Certain refrigerated (chill) items may be shipped out of refrigeration for 4, 7, or 18 days, as identified in the FLIS or DoD/VA Medical Catalog. These products, packaged as specified in paragraph F.3.a., may be shipped out of refrigeration for the indicated time, provided temperature range of 0°C to 35°C (32°F to 95°F) can be assured during shipment. Unless otherwise specified, a copy of DSCP Form 2770-2, Notice for Limited Unrefrigerated Medical Material Shipments (attachment 10) will be placed in each shipping container. Special caution should be exercised in hot weather conditions. To protect items in transit in hot weather exceeding 32°C (90°F), or for shipments destined to hot climates, constant chill procedures as specified in paragraph F.3.a(1) above will be followed. When constant chill is used, a copy of DSCP Form 2770-1 (in lieu of DSCP Form 2770-2) will be placed inside each shipping container. Refer to paragraph F.4 for marking and labeling.
c. Refrigerated (chill) items subject to damage by freezing. Care shall be taken during packaging to insure that adequate barriers are used in the shipping container to protect refrigerated (chill) items subject to damage by freezing.


   a. Each exterior (shipping) container will be marked as specified in reference A.8., Medical Marking Standard No. 1. When specified in the contract/purchase order, marking will include the lot (control) number, expiration date, and applicable storage legend(s).

   b. In addition, the proper perishable form will be applied to each exterior (shipping) container as specified in reference A.8., Medical Marking Standard No. 1. When completing the perishable form, use the complete date and the local time, including the time zone (i.e., Eastern Standard Time (EST), Pacific Standard Time (PST), etc.). For example, the date and time a shipment was prepared at Defense Distribution Depot Susquehanna, Pennsylvania, at 8:00 AM on 10 August 2005 would be shown as "10 AUGUST 2005, 8:00 AM EST.

   c. For medical materiel subject to damage by freezing, marking on each exterior (shipping) container will also include the legend "DO NOT PERMIT TO FREEZE" or a similar commercial legend.

   d. In addition to the above, "ARROW" and "FRAGILE" markings, as specified in Medical Marking Standard No. 1, will be applied to each exterior (shipping) container.

G. SPECIALIZED REQUIREMENTS. This section is applicable to packaging of temperature-sensitive medical products which are identified as requiring application of stringent cold chain management principles.

1. Specialized protocols shall be followed for packaging of FSC 6505 Pharmaceuticals and other designated Medical items requiring application of more stringent cold chain management principles. Additional information regarding these items, as well as guidance regarding appropriate protocol use is available from DSCP-M (DSN 444-5537).

2. Specialized packaging protocols are contained in Attachments 1 and 2. Acceptable containers and supplies for cold chain management protocols are contained in attachment 3. DD Forms 1502, 1502-1 and 1502-2 and DSCP Forms 2770, 2770-1 and 2770-2 shall not be used for shipments of materiel packaged according to these stringent principles.

3. Refrigerated (chilled) products.

   a. Attachment 1 contains specialized protocols which are designed for temperature-sensitive products requiring storage temperatures between 2° C and 8° C (36° F and 46° F). The required amount of refrigerant packs to be used for each size container is shown on each individual protocol diagram. Refrigerant packs for use with the packaging protocols are listed in Attachment 3. Refrigerant packs will be properly chilled at 4° C (approx 39° F - 40° F) for at least 24 hours prior to using.

   b. For shipments where the receiving site temperature is constantly below 55° F, use the “Cold Weather Packaging Protocol”; for shipments where the receiving site temperature is between 55°F and 77°F use the “Moderate Weather Packaging Protocol”, and for shipments where the receiving site temperature is constantly above 77° F use the “Warm Weather Packaging Protocol".
4. Freezer products. Protocols designed for shipments of specific temperature-sensitive medical products requiring storage temperatures at/below -17° C (1° F) are currently being developed and will be incorporated into this Instruction, as attachment 2, at a later date. Until the protocols are finalized, all freezer products shall be prepared for shipment in accordance with paragraph F.2.

5. Handling instructions.

a. Refrigerated (chilled) products. Each container of temperature-sensitive medical products requiring refrigeration will be marked in accordance with commercial practice. A completed Cold Chain Management Orange Handling Label for Refrigerated Items (see attachment 4) shall be applied to each container adjacent to the address label. Labels will include the pack location, date of pack, and in-transit and receiving site instructions. In addition, a copy of the Handling Instructions for Returning Temperature Monitors (Refrigerated Items) (see attachment 5) will be placed inside each container.

b. Freezer products. Upon completion of protocols for temperature-sensitive medical products requiring constant freeze, a Cold Chain Management Green Handling Label for Freezer Items and the Handling Instructions for Temperature Monitors (Freezer Items) will be incorporated into this Instruction as attachments 6 and 7.

H. TRAINING.

1. Hazardous materials. Packers and handlers involved with preparing medical materiel for shipment require job-specific training when shipping medical materiel in dry ice or to ship other hazardous materials. Per reference A.1., only personnel who have successfully completed training at a DoD-approved course may sign the shipping papers for hazardous materials, e.g. Shipper's Declaration for Dangerous Goods or DD Form 836, Dangerous Goods Shipping Paper.

2. Refrigerated (chilled)/freezer shipments. Packers and handlers involved with preparing medical materiel for shipment require training in the use of the applicable packaging protocols for refrigerated (chilled) shipments and freezer shipments, to insure that these shipments are properly prepared, packaged and handled. HQ DLA will develop and maintain training programs. Mandatory training will be conducted on a yearly basis. Training of DDC packers and handlers will be conducted by DDC; training at other DLA/DoD sites will be conducted by DSCP.

I. RESPONSIBILITIES.

1. The Deputy Executive Director for Logistics Operations, Defense Logistics Agency (DLA J-373) will provide overall policy and direction, and keep this instruction current.

2. The Services and DLA will establish internal controls to assure compliance with this instruction. Training will be provided to personnel working with freeze and chill medical items to maintain familiarity with the requirements contained herein.

3. The Commander, Defense Supply Center Philadelphia (DSCP) will designate items subject to requirements of this instruction and notify all services immediately when changes are made, with an information copy to DLA J-373. Items will be identified by the applicable Item Type Storage Code (ITSC) in the Federal Logistics Information System (FLIS) or DSS. Items will also be identified in the UDR, in the “Characteristics” tab, or the “Special Storage and Handling Requirements” field in the DOD/VA Medical Catalog.

4. All DoD personnel performing cold chain management functions must check the web site prior to packaging an item to determine the current weather conditions at customer’s location. This will help determine the proper packaging protocol to use during shipment. Current weather/vaccine information can be viewed at https://dmmonline.dscp.dla.mil/pharm/vaccines.asp.
5. **The Commanders of DDC and DSCP** will develop and maintain cold chain management training module(s) to be used for training all packers and handlers; module(s) will cover requirements for refrigerated (chilled) products and freezer products. This requirement will include contractors performing Government work authorized through OMB Circular A-76.

**BY ORDER OF THE DIRECTOR**

TANYA L. LEE (Acting)
Director, DLA Enterprise Support

Attachments:
1. Packaging Protocols for Refrigerated Medical Temperature-Sensitive Products Requiring Storage Temperatures between $2^\circ$C - $8^\circ$C ($36^\circ$F - $46^\circ$F)
2. **Reserved for future use.** (Packaging Protocols for Frozen Medical Products)
3. Cold Chain Management Containers and Supplies
4. Cold Chain Management Orange Handling Label – Refrigerated Items
5. Cold Chain Management Handling Instructions for Returning Temperature Monitors – Refrigerated Items
6. **Reserved for future use.** (Cold Chain Management Green Handling Label – Freezer Items)
7. **Reserved for future use.** (Cold Chain Management Handling Instructions for Temperature Monitors – Freezer Items)
8. DSCP Form 2770, Notice for Frozen Medical Materiel Shipments
9. DSCP Form 2770-1, Notice for Chilled Medical Materiel Shipment
10. DSCP Form 2770-2, Notice for Limited Unrefrigerated Medical Materiel Shipment
11. DD Form 1502, Frozen Medical Materiel Shipment
12. DD Form 1502-1, Chilled Medical Materiel Shipment
13. DD Form 1502-2, Limited Unrefrigerated Medical Materiel Shipment

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**Packaging Protocols for Medical Temperature Sensitive Products requiring Storage Temperatures between $2^\circ$C - $8^\circ$C ($36^\circ$F - $46^\circ$F)**
IMPORTANT NOTICE!!

DD Forms 1502-1 and 1502-2
SHALL NOT BE USED
with these protocols.
TempTale®4 Procedures:

Starting a TempTale®4.................................................................32
Reading a TempTale®4...............................................................33
The packing or layering of the Endurotherm® boxes is the same in principle for all four sizes (extra large, large, medium and small).

**Cold Weather Packaging Protocol**

- Cold Weather Configuration is used when the ambient temperature at the **receiving site** is consistently below 55° F.
- Protocols are designed to keep temperature-sensitive products requiring refrigeration temperatures between 2° C and 8° C (36° F and 46° F) within these temperature ranges during transportation,
Cold Weather Packaging Protocol Procedures

The Cold Weather Packaging Protocol is used whenever the ambient or outside temperature at the receiving site consistently remains below 55 degrees Fahrenheit.

Begin the cold weather packaging protocol by:

- Placing a layer of refrigerated gel packs at the bottom of the box.
- Next item will be the product.
- Place gel packs around the product's side(s) to fill in gap between product and the insulated walls of the box.
- This is followed by placing an activated TempTale®4 electronic temperature monitor on top of the product. Activate the TempTale®4 temperature monitor by pressing and releasing the "start" button. Once the button is released, a "sunshine" icon will appear in the upper left corner of the LCD. This indicates that the monitor is running. Peel off the tape in the back of the TempTale®4 and place it centered on top of the product.
- Follow with another layer of refrigerated gel packs.
- Above the second layer of refrigerated gel packs insert a fiberboard barrier.
- Add a final layer of refrigerated gel packs above the fiberboard barrier.
- Finally, insert the foam plug to seal the contents of the box.

Notes:

1. Follow procedures according to each protocol diagram of ISC Endurotherm® box used.
2. To chill large amounts of gel packs at once, place gel pack boxes inside a refrigerator that has been set to 4° C for at least 30 days prior to use.
3. To quickly chill small amounts of gel packs, place them in a single layer inside a refrigerator as explained above for at least 24 hours prior use.
Extra Large (ISC Box, E-327) – Cold Weather Packaging Protocol Diagram

Box Outer Dimensions:
24" x 24" x 24"

Refrigerant Pack Weight: 81 lbs
See attachment 3 for additional information.

Total amount of chilled Gel Packs = 27
Approximate Weight:
Max load = 145 lbs
Min load = 120 lbs

Use a total of 12 Large Refrigerated Gel Packs (6 on each long side (48 oz. each)

Cargo area touches the two ends only; other sides are filled in with Gel packs.

Cargo area space in cubic inches is:
(Product)
18" L x 14-1/2" W x 12" H

Large (ISC Box, E-186) – Cold Weather Packing Protocol Diagram

Box Outer Dimensions:
24" x 24" x 24"

Refrigerant Pack Weight: 81 lbs
See attachment 3 for additional information.

Total amount of chilled Gel Packs = 27
Approximate Weight:
Max load = 145 lbs
Min load = 120 lbs

Use a total of 12 Large Refrigerated Gel Packs (6 on each long side (48 oz. each)

Cargo area touches the two ends only; other sides are filled in with Gel packs.

Cargo area space in cubic inches is:
(Product)
18" L x 14-1/2" W x 12" H
**Box Outer Dimensions:**
22-1/2" x 19" x 17-1/2"

**Refrigerant Pack Weight:** 51 lbs
See attachment 3 for additional information.

Total amount of chilled Gel Packs = 17

**Approximate Weight:**
- Max load = 75 lbs
- Min load = 50 lbs

Cargo area space in cubic inches is:
(Product)
16-1/2" L x 12" W x 7” H

Cargo area touches one end and one long side only; other sides are filled in with Gel packs.

**Foam Plug**
Layer 3:
4 Large Refrigerated Gel Packs
(48 oz. each)

**Layer 2:**
4 Large Refrigerated Gel Packs
(48 oz. each)

**Temperature Monitor**

Use a total of 5 Large Refrigerated Gel Packs (2 in one end and 3 in one long side)
(48 oz. each)

**Layer 1:**
4 Large Refrigerated Gel Packs
(48 oz. each)

Medium (ISC Box, E-65) – Cold Weather Packing Protocol Diagram
Box Outer Dimensions: 18" x 12" x 18"
Refrigerant Pack Weight: 19-1/2 lbs
See attachment 3 for additional information.

Total amount of chilled Gel Packs = 13
Approximate Weight:
Max load = 40 lbs
Min load = 30 lbs

Cargo area space in cubic inches is:
(Product)
12"L x 6 1/2" W x 6 1/2" H
Cargo area touches one end and one long side only; other sides are filled in with Gel Packs.
Box Outer Dimensions:
15-1/2" x 12" x 14"
Refrigerant Pack Weight: 12 lbs
See attachment 3 for additional information.

Total amount of chilled Gel Packs = 8
Approximate Weight:
Max load = 20 lbs
Min load = 15 lbs

Cargo area space in cubic inches is:
(Product)
10 3/4” L x 6 1/2” W x 4” H
Cargo area touches the two ends and one long side only, other side is filled in with Gel Packs.

Layer 3:
2 Medium Refrigerated Gel Packs
(24 oz. each)

Layer 2:
2 Medium Refrigerated Gel Packs
(24 oz. each)

Temperature Monitor
2 Medium Refrigerated Gel Packs in one long side only
(24 oz. each).

Layer 1:
2 Medium Refrigerated Gel Packs
(24 oz. each)
Moderate Weather Packaging Protocol

- Moderate Weather Configuration is used when the ambient temperature at the receiving site is between 55° F and 77° F.

- Protocols are designed to keep temperature sensitive products requiring refrigeration temperatures between 2° C and 8° C (36° F and 46° F) within these temperature ranges during transportation, for up to 72 hours.

- 48 oz. and 24 oz. gel packs are used in all boxes for layering and void space filler.

- Coolant material must be placed in layers according to attached diagrams. Moderate configuration uses a combination of refrigerated and frozen gel packs. Frozen gel packs are always farthest away from vaccine.
Moderate Weather Packaging Protocol Procedures

The Moderate Weather Packing Protocol is used whenever the ambient or outside temperature at the receiving site is between 55 degrees Fahrenheit and 77 degrees Fahrenheit. Begin the Moderate Weather packing protocol by:

- Placing a layer of refrigerated gel packs at the bottom of the box.
- Next item will be the product.
- Place gel packs around the product’s side(s) to fill in gap between product and the insulated walls of the box.
- This is followed by placing an activated TempTale®4 electronic temperature monitor on top of the product. Activate the TempTale®4 temperature monitor by pressing and releasing the "start" button. Once the button is released, a "sunshine" icon will appear in the upper left corner of the LCD. This indicates that the monitor is running. Peel off the tape in the back of the TempTale®4 and place it centered on top of the product.
- Follow with another layer of refrigerated gel packs.
- Above the second layer of refrigerated gel packs insert a fiberboard barrier.
- Add a final layer of a combination of refrigerated and frozen gel packs above the fiberboard barrier.
- Finally, insert the foam plug to seal the contents of the box.

Notes:

1. Follow procedures according to each protocol diagram of ISC Endurotherm® box used.
2. To chill large amounts of gel packs at once, place gel pack boxes inside a refrigerator that has been set to 4° C for at least 30 days prior to use.
3. To quickly chill small amounts of gel packs, place them in a single layer inside a refrigerator as explained above for at least 24 hours prior use.
4. To freeze large amounts of gel packs at once, place gel pack boxes inside a freezer that has been set to -17°C for at least 30 days prior use.
5. To quickly freeze small amounts of gel packs, place them in a single layer inside a refrigerator as explained above for at least 24 hours prior to use (lay them flat to ensure they maintain their original shape once they are frozen).
Extra Large (ISC Box, E-327) – Moderate Weather Packaging Protocols Diagram

Layer 3:
1 Large Frozen & 4 Large Refrigerated Gel Packs (48 oz. each)

Layer 2:
5 Large Refrigerated Gel Packs (48 oz. each)

Layer 1:
5 Large Refrigerated Gel Packs (48 oz. each)

Cargo area space in cubic inches is:
(Product)
18” L x 14-1/2” W x 12” H

Cargo area touches one end only; other sides are filled in with Gel packs.

Use a total of 12 Large Refrigerated Gel Packs (6 on each long side) (48 oz. each)

Temperature Monitor

Foam Plug

Side View

Fiberboard Barrier

Top Layer

Inner Layer

Total amount of Gel Packs:
Chilled = 26
Frozen = 1

Approximate Weight:
Max load = 145 lbs
Min load = 120 lbs

Box Outer Dimensions: 24” x 24” x 24”
Refrigerant Pack Weight: 81 lbs
See attachment 3 for additional information.

Cargo area touches one end only; other sides are filled in with Gel packs.
Large (ISC Box, E-186) – Moderate Weather Packaging Protocols Diagram

Box Outer Dimensions:
22-1/2” x 19” x 17-1/2”
Refrigerant Pack Weight: 51 lbs
See attachment 3 for additional information.

View from Top

Layer 3:
1 Large Frozen Gel Pack & 3 Large Refrigerated Gel Packs (48 oz. each)

Layer 1:
4 Large Refrigerated Gel Packs (48 oz. each)

Cargo area space in cubic inches is:
(Product)
16-1/2” L x 12” W x 7” H

Cargo area touches one end and one long side only, other sides are filled in with Gel packs.

Total amount of Gel Packs:
Chilled = 16
Frozen = 1

Approximate Weight:
Max load = 75 lbs
Min load = 50 lbs

Medium (ISC Box, E-65) – Moderate Weather Packaging Protocols Diagram

Foam Plug

Layer 3:
1 Large Frozen Gel Pack & 3 Large Refrigerated Gel Packs (48 oz. each)

Layer 2:
4 Large Refrigerated Gel Packs (48 oz. each)

Temperature Monitor
Use a total of 5 Large Refrigerated Gel Packs (2 in one end and 3 in one long side) (48 oz. each)

Layer 1:
4 Large Refrigerated Gel Packs (48 oz. each)
Layer 3:
1 Medium
Frozen Gel Pack & 2 Medium Refrigerated Gel Packs (24 oz. each)

Layer 2:
3 Medium Refrigerated Gel Packs (24 oz. each)

Layer 1:
3 Medium Refrigerated Gel Packs (24 oz. each)

Cargo area space in cubic inches is:
(Product)
12”L x 6 1/2” W x 6-1/2” H

Cargo area touches one end and one long side only; other sides are filled in with Gel Packs.

Total amount of Gel Packs = 13
Chilled = 12
Frozen = 1

Approximate Weight:
Max load = 40 lbs
Min load = 30 lbs

Box Outer Dimensions: 18" x 12" 18"
Refrigerant Pack Weight: 19-1/2 lbs
See attachment 3 for additional information.

Side View

View from Top

Top Layer → R F R
Inner Layer → R R R

Foam Plug

Temperature Monitor

Use a total of 4 Medium Gel Packs (2 in one long side and 2 in one end) (24 oz. each)
**Small (ISC Box E-36-2) – Moderate Weather Packaging Protocols Diagram**

**Box Outer Dimensions:**
15-1/2" x 12" x 14"

**Refrigerant Pack Weight:** 12 lbs

*See attachment 3 for additional information.*

**Total amount of Gel Packs = 8**
- Chilled = 7
- Frozen = 1

**Approximate Weight:**
- Max load = 20 lbs
- Min load = 15 lbs

**Layer 3:**
- 1 Medium Frozen Gel Pack &
- 1 Medium Refrigerated Gel Pack (24 oz. each)

**Layer 2:**
- 2 Medium Refrigerated Gel Packs (24 oz. each)

**Layer 1:**
- 2 Medium Refrigerated Gel Packs (24 oz. each)

**Cargo area space in cubic inches is:**
(Product)
10-3/4” L x 6- 1/2” W x 4” H

**Cargo area touches the two ends and one long side only, other side is filled in with Gel Packs.**

**Cargo area touches the two ends and one long side only, other side is filled in with Gel Packs.**

**Side View**
Warm Weather Packaging Protocol

- Warm Weather Configuration is used when the ambient temperature at the receiving site is consistently above 77° F.

- Protocols are designed to keep temperature sensitive products requiring refrigeration temperatures between 2° C to 8° C (36° F and 46° F) within these temperature ranges during transportation, for up to 72 hours.

- 48 oz. and 24 oz. gel packs are used in all boxes for layering and void space filler.

- Coolant material must be placed in layers according to attached diagrams. Warm weather configuration uses a combination of refrigerated and frozen gel packs. Frozen gel packs are always farthest away from vaccine.
Warm Weather Packaging Protocol Procedures

The Warm Weather Packaging Protocol is used whenever the ambient or outside temperature at the receiving site is consistently above 77 degrees Fahrenheit. Begin the warm weather packing protocol by:

- Placing a layer of refrigerated gel packs at the bottom of the box.
- Next item will be the product.
- Place gel packs around the product’s side(s) to fill in gap between product and the insulated walls of the box.
- This is followed by placing an activated TempTale®4 electronic temperature monitor on top of the product. Activate the TempTale®4 temperature monitor by pressing and releasing the "start" button. Once the button is released, a "sunshine" icon will appear in the upper left corner of the LCD. This indicates that the monitor is running. Peel off the tape in the back of the TempTale®4 and place it centered on top of the product.
- Follow with another layer(s) of refrigerated gel packs.
- Above the second layer of refrigerated gel packs insert a fiberboard barrier.
- Add a final layer of a combination of refrigerated and frozen gel packs above the fiberboard barrier.
- Finally, insert the foam plug to seal the contents of the box.

Notes:

1. Follow procedures according to each protocol diagram of ISC box used.
2. To chill large amounts of gel packs at once, place gel pack boxes inside a refrigerator that has been set to 4° C for at least 30 days prior to use.
3. To quickly chill small amounts of gel packs, place them in a single layer inside a refrigerator as explained above for at least 24 hours prior use.
4. To freeze large amounts of gel packs at once, place gel pack boxes inside a freezer that has been set to -17°C for at least 30 days prior use.
5. To quickly freeze small amounts of gel packs, place them in a single layer inside a refrigerator as explained above for at least 24 hours prior to use (lay them flat to ensure they maintain their original shape once they are frozen).
**Extra Large (ISC Box, E-327) – Warm Weather Packaging Protocol Diagram**

**Box Outer Dimensions:**
24" x 24" x 24"

**Refrigerant Pack Weight:** 81 lbs
*See attachment 3 for additional information.*

**Total amount of Gel Packs = 27**
Chilled = 25
Frozen = 2

**Approximate Weight:**
Max load = 145 lbs
Min load = 120 lbs

---

**Cargo area space in cubic inches is:**
(Product) 18” L x 14-1/2” W x 12” H

**Cargo area touches the two ends only; other sides are filled in with Gel packs.**

**View from Top**

**Top Layer**
- F
- R
- R
- F

**Inner Layer**
- R
- R
- R

---

**Side View**

**Foam Plug**

**Layer 3:**
2 Large Frozen & 3 Large Refrigerated Gel Packs (48 oz. each)

**Layer 2:**
5 Large Refrigerated Gel Packs (48 oz. each)

**Temperature Monitor**

Use a total of 12 Large Refrigerated Gel Packs (6 on each long side (48 oz. each)

**Layer 1:**
5 Large Refrigerated Gel Packs (48 oz. each)
Large (ISC Box, E-186) – Warm Weather Packaging Protocol Diagram

**Box Outer Dimensions:**
22-1/2" x 19" x 17-1/2"

**Refrigerant Pack Weight:** 51 lbs

See attachment 3 for additional information.

**Total amount of Gel Packs:**
- Chilled = 15
- Frozen = 2

**Approximate Weight:**
- Max load = 75 lbs
- Min load = 50 lbs

**Layer 3:**
- 2 Large Frozen Gel Packs &
- 2 Large Refrigerated Gel Packs
  (48 oz. each)

**Layer 2:**
- 4 Large Refrigerated Gel Packs
  (48 oz. each)

**Layer 1:**
- 4 Large Refrigerated Gel Packs
  (48 oz. each)

**Cargo area space in cubic inches is:**
(Product)
16-1/2” L x 12” W x 7” H

**Cargo area touches one end and one long side only.**

**Fiberboard Barrier**

**Temperature Monitor**

**Foam Plug**

**View from Top**

Use a total of 5 Large Refrigerated Gel Packs
(2 in one end and 3 in one long side)
(48 oz. each)

**Side View**
Use a total of 4 Medium Gel Packs (2 in one long side and 2 in one end) (24 oz. each)

Box Outer Dimensions: 18" x 12" x 18"
Refrigerant Pack Weight: 19-1/2 lbs
See attachment 3 for additional information.

Total amount of Gel Packs = 13
Chilled = 11
Frozen = 2

Approximate Weight:
Max load = 40 lbs
Min load = 30 lbs

Cargo area space in cubic inches is:
(Product)
12”L x 6-1/2” W x 6-1/2”H

Cargo area touches one end and one long side only; other sides are filled in with Gel Packs.

Layer 1:
3 Medium Refrigerated Gel Packs (24 oz. each)

Layer 2:
3 Medium Refrigerated Gel Packs (24 oz. each)

Layer 3:
2 Medium Frozen Gel Packs & 1 Medium Refrigerated Gel Pack (24 oz. each)

Fiberboard Barrier

Foam Plug

Temperature Monitor

View from Top
Small (ISC Box E-36-2) – Warm Weather Packing Protocol Diagram

Box Outer Dimensions: 15-1/2” x 12” x 14”
Refrigerant Pack Weight: 12 lbs
See attachment 3 for additional information.

Total amount of Gel Packs = 8
Chilled = 6
Frozen = 2

Approximate Weight:
Max load = 20 lbs
Min load = 15 lbs

Cargo area space in cubic inches is:
(Product)
10-3/4”L x 6-1/2” W x 4”H

Cargo area touches one end and one long side only; other sides are filled in with Gel Packs.

Layer 1:
2 Medium Refrigerated Gel Packs
(24 oz. each)

Layer 2:
2 Medium Refrigerated Gel Packs
(24 oz. each)

Layer 3:
2 Medium Frozen Gel Packs
(24 oz. each)
Starting a TempTale® 4 Monitor

Hold down the **start** button (**the green button on the monitor**) until you see the sunshine icon (picture) on the upper left corner of the LCD that confirms that the monitor has started.

When the monitor is activated, the sunshine icon will stay on until the monitor has been stopped.

The monitor will begin recording data after the startup delay is completed.
Instructions for Reading a TempTale® 4 LCD

Press the **start** button. Five pieces of information will scroll, always in this order:

- Average temperature during the entire recording cycle
- Highest Temperature reached during the recording cycle
- Cumulative amount of time above the high temperature alarm
- Lowest Temperature reached during the recording cycle
- Cumulative amount of time below the low temperature alarm
Packaging Protocols for Frozen Medical Temperature Sensitive Products Requiring Storage Temperatures at/below -17° C – (1° F)

RESERVED FOR FUTURE USE.
Cold Chain Management Containers and Supplies

Table 1 - Endurotherm® (Insulated Shipping) Containers

<table>
<thead>
<tr>
<th>PRODUCT NO.</th>
<th>DIMENSIONS (Length x Width x Height)</th>
<th>APPROXIMATE WEIGHT (FULLY LOADED)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Model E-327 Extra Large</td>
<td>18&quot; x 14-1/2&quot; x 12&quot;</td>
<td>145 lbs</td>
</tr>
<tr>
<td>Model E-186 Large</td>
<td>16-1/2&quot; x 12&quot; x 7&quot;</td>
<td>75 lbs</td>
</tr>
<tr>
<td>Model E-65 Medium</td>
<td>12&quot; x 6-1/2&quot; x 6-1/2&quot;</td>
<td>40 lbs</td>
</tr>
<tr>
<td>Model E-36-2 Small</td>
<td>10-3/4&quot; x 6-12&quot; x 4&quot;</td>
<td>20 lbs</td>
</tr>
</tbody>
</table>

These containers are designed for use for "ANY TEMPERATURE-SENSITIVE PRODUCT" and are for use with packaging protocols contained in Attachment 1 and Attachment 2. These containers maintain the required temperature as indicated in the applicable protocol for at least 72 hours during shipment.

Table 2 - Additional Supplies

<table>
<thead>
<tr>
<th>Polar Packs (Refrigerant Packs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIZE</td>
</tr>
<tr>
<td>Medium</td>
</tr>
<tr>
<td>Large</td>
</tr>
</tbody>
</table>

Temperature Monitors

TempTale®4

Suggested sources:

Endurotherm® Containers* and Polar Packs:

SCA North America. Packaging Division, ThermoSafe Brands
5240 West Buckeye Rd.
Phoenix, AZ 85043
(800) 654-2699
http://www.isc-ship.com/

TempTale®4 Monitors:

Sensitech, Inc.
800 Cummings Center
Suite 258X
Beverly, MA 01915-6196
(484) 530-2656
http://www.sensitech.com/

* For current DoD Pricing for Endurotherm® Containers, contact the Government Sales Representative at (602) 319-4190 or (800) 654-2699 (voice), (602) 391-4190 (mobile) or (866) 728-2423 (efax).
**Cold Chain Management Orange Handling Label**

**Refrigerated Items**

Complete and apply the cold chain management orange handling label to the outside of each container of temperature sensitive medical products per paragraph G.2.

<table>
<thead>
<tr>
<th>Location Packed (Circle one):</th>
<th>DDSP</th>
<th>DDJC</th>
<th>Other ________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pack Date:</td>
<td>________</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Using the following Protocol:</td>
<td>Cold Weather</td>
<td>Moderate</td>
<td>Warm Weather</td>
</tr>
</tbody>
</table>

**IN-TRANSIT INSTRUCTIONS:**

1) **Refrigerate Container in-transit** If After This Date: ________________
   - Refrigeration of material in container while in-transit is required **if 5 days have passed since material was packed**.
   - **Do not Refrigerate container** with material inside **until date indicated above**. Failure to comply may result in freezing, thereby destroying the material.
   - **If repacking is needed**, contact DSCP-MGAC, at coldchain@dla.mil or (215) 737-7227 (DSN 444-7227) for instructions on packing protocols.

2) **If More Than 15 Days until Receiving Site Delivery**, contact DSCP-MGAC, at coldchain@dla.mil or (215) 737-5537 for instructions.

**RECEIVING SITE INSTRUCTIONS:**

Upon arrival **follow handling instructions** located inside the box.
   - **Do Not Freeze** the container or material. Failure to comply may result in freezing, thereby destroying the material.

**TEMP TALE TEMPERATURE MONITOR ENCLOSED**
Handling Instructions for Returning Temperature Monitors
Refrigerated Items

INSTRUCTIONS FOR RETURNING TEMPERATURE MONITORS

DO NOT TAKE TEMPERATURE MONITOR OUT OF THE BOX – TEST IT WHILE IT IS STILL INSIDE OF THE BOX

1. **WITH THE MONITOR STILL IN THE BOX**, and while looking at the face of the monitor, press and hold the STOP button for 1 to 3 seconds until the ‘Stop Sign’ icon \( \bullet \) appears in the upper right corner of the display.

2. If there is **NO ALARM BELL** in the lower right corner of the display, your shipment is suitable for issue. Remove the materiel from the shipping container and store at 2° - 8° C (36° - 46°F) – **DO NOT FREEZE!**

3. If there is **ALARM BELL \( \bullet \) in the lower right corner of the display**, your shipment MAY or MAY NOT be suitable for issue. Suspend the materiel, remove from the container and store at 2° - 8°C (36° - 46°F). If you have the TempTale® Manager software, download the monitor data and email the table to coldchain@dla.mil. Otherwise, return your TT4 temperature monitor immediately in the enclosed pre-addressed FedEx envelope to DSCP-MGAC and await release.

4. Complete ALL of the information in the box below and mail this completed sheet WITH the monitor to DSC Philadelphia in the envelope provided. Contact (215) 737-7227/5537, DSN 444-7227/5537 or email coldchain@dla.mil, if you have any questions. The mailing address is DSC Philadelphia, ATTN: DSCP-MGAC, 700 Robbins Ave., Philadelphia, PA 19111-5092.

For your protection, send the monitor back by FedEx (or other certified/traceable means), and be sure to maintain a copy of the tracking information.
Cold Chain Management Green Handling Label
Freezer Items

RESERVED FOR FUTURE USE.
Handling Instructions for Returning Temperature Monitors
Freezer Items

RESERVED FOR FUTURE USE.
DSCP Form 2770 - Notice for Frozen Medical Materiel Shipment

**NOTICE FOR FROZEN MEDICAL MATERIEL SHIPMENTS**

*SPECIAL NOTE: IF A FROZEN TEMPERATURE INDICATOR HAS BEEN USED, REMOVE IMMEDIATELY TO PREVENT DISCOLORATION OF THE CONTAINER.*

*IF THIS SHIPMENT IS RECEIVED WITH NO DRY ICE IN THE CONTAINER, OR IF THE COLORED ICE IN THE PLASTIC INDICATOR TUBE HAS MELTED, TAKE THE FOLLOWING ACTIONS:*

1. Place the material in freezer below 32° F.

2. Suspend the material from issue and use and report discrepancy on SF-361 (DISREP) or SF 364 (SDR), as appropriate, to:
   
   Defense Supply Center Philadelphia, DLA
   Directorate of Medical Materiel
   ATTN: DSCP-MRCM
   700 Robbins Avenue
   Philadelphia, PA 19111-5092

3. Include the following data in the report: *(Use separate report for each item.)*

   (a) National Stock Number
   (b) Complete Nomenclature
   (c) Name of manufacturer and contractor
   (d) Date of manufacture
   (e) Expiration date
   (f) Lot (control) numbers
   (g) Contract and/or requisition numbers
   (h) Total dollar value
   (i) Quantity
   (j) Present storage condition
   (k) Temperature or adverse storage condition existing during shipment; also furnish environmental temperature at time of receipt.
   (l) Nature of the complaint - Indicate if ice in indicator tube was melted and whether drug was warm to touch upon opening box.
   (m) Name of last known carrier from which material was received and final destination for shipment.
   (n) TCN or BL numbers.
   (o) Date and hour material delivered by carrier.
   (p) Date and hour material returned to freezer.
   (q) Other details concerning conditions of material. Identify origin of shipment *(Depot or contractor's name)*, and all entries recorded on DD Form 1502
   (r) Name, location, and telephone number of person most familiar with this situation. *(DSN and commercial number with area code)*.

4. **DO NOT** issue or destroy material until disposition instructions are received from DSCP.

5. Attach the following to the SF-361 or 364:
   
   a. DD Form 1502 label *(remove from the package)*
   b. Copy of BL and/or copy of carrier’s delivery document.
   c. Copy of the Report of Shipment *(REPSHIP)* if received electronically (or information furnished if *(REPSHIP)* received by telephone).

**DSCP FORM 2770, AUG 02**

PREVIOUS EDITIONS OBSOLETE
DSCP Form 2770-1 - NOTICE FOR CHILLED MEDICAL SHIPMENTS

IF SHIPMENT IS RECEIVED WITH A VIOLET BULB IN THE COLDMARK, OR A RED INDICATOR IN ANY OF THE WINDOWS ON THE WARMMARK, 
TAKE THE FOLLOWING ACTIONS:

1. Place the materiel in chill space (Refrigeration temperature 36° to 46° F).

2. Suspend the materiel from issue and use and report discrepancy on SF-361 (DISREP) or SF-364 (SDR), as appropriate, to:
   Defense Supply Center Philadelphia, DLA
   Directorate of Medical Materiel
   ATTN: DSCP-MGAC
   700 Robbins Avenue
   Philadelphia, PA 19111-5092

3. As an alternate, report discrepancy electronically at: https://www.daas.dla.mil/websdr/.

4. Include the following data in the report (Use separate reports for each item.):
   (a) National Stock Number, National Drug Code, or Product/Part Number
   (b) Complete nomenclature
   (c) Name of manufacturer
   (d) Lot (control) number(s)
   (e) Contract and/or requisition number(s)
   (f) Total dollar value
   (g) Quantity
   (h) Present storage condition
   (i) Temperature or adverse storage condition existing during shipment; also furnish environmental temperature at time of receipt
   (j) Nature of complaint
   (k) Name of last known carrier from which materiel was received and final destination for shipment
   (l) TCN or GBL number(s)
   (m) Date and hour materiel delivered by carrier
   (n) Date and hour materiel returned to refrigeration
   (o) Other details concerning condition of materiel – origin of shipment (depot or contractor’s name), all entries recorded on orange shipping label(s).
   (p) Name, location, telephone number (DSN and commercial with area code), and email address of person most familiar with this situation.

1. **DO NOT** issue or destroy materiel until disposition instructions are received from DSCP.

2. Attach the following to the SF-361 or SF-364 (see online instructions if submitting electronically):
   (a) DD Form 1502-1 label or DSCP-developed neon orange label (remove from package).
   (b) Copy of GBL and/or copy of carrier’s delivery document.
   (c) Copy of the Report of Shipment (REPSHIP) if received electronically (or information furnished if REPSHIP received by telephone).

DSCP FORM 2770-1, ***** 2005
PREVIOUS EDITIONS
OBsolete
NOTICE FOR LIMITED UNREFRIGERATED MEDICAL MATERIEL SHIPMENTS

IF THIS SHIPMENT IS RECEIVED BEYOND THE REQUIRED DELIVERY DATE, OR IF THE MATERIEL MAY HAVE BEEN EXPOSED TO TEMPERATURE OVER 95º OR BELOW 32º F, TAKE THE FOLLOWING ACTIONS:

1. Place the material in chill space. (Refrigeration temperature 35º to 46º F)
2. Suspend the material from issue and use and report discrepancy on SF-361 (DISREP) or SF 364 (SDR), as appropriate, to:
   Defense Supply Center Philadelphia, DLA
   Directorate of Medical Materiel
   ATTN: DSCP-MRCM
   700 Robbins Avenue
   Philadelphia, PA 19111-5092

3. Include the following data in the report: (Use separate report for each item)
   (a) National Stock Number
   (b) Complete Nomenclature
   (c) Name of manufacturer and contractor
   (d) Date of manufacture
   (e) Expiration date
   (f) Lot (control) numbers
   (g) Contract and/or requisition numbers
   (h) Total dollar value
   (i) Quantity
   (j) Present storage condition
   (k) Temperature or adverse storage condition existing during shipment; also furnish environmental temperature at time of receipt.
   (l) Nature of the complaint
   (m) Name of last known carrier from which material was received and final destination for shipment.
   (n) TCN or BL numbers.
   (o) Date and hour material delivered by carrier.
   (p) Date and hour material returned to refrigeration
   (q) Other details concerning conditions of material. Identify origin of shipment (Depot or contractor’s name), and all entries recorded on DD Form 1502-2.
   (r) Name, location, and telephone number of person most familiar with this situation. (DSN and commercial number with area code).

4. DO NOT issue or destroy material until disposition instructions are received from DSCP.
5. Attach the following to the SF-361 or 364:
   a. DD Form 1502-2 label (remove from the package)
   b. Copy of BL and/or copy of carrier’s delivery document.
   c. Copy of the Report of Shipment (REPSHIP) if received electronically (or information furnished if (REPSHIP) received by telephone).

DSCP FORM 2770-2, AUG 02
PREVIOUS EDITIONS OBSOLETE
DD Form 1502 – Frozen Medical Material Shipment
Bright Green Pressure-Sensitive Label
DD Form 1502-1 - Chilled Medical Materiel Shipment
Bright Orange Pressure-Sensitive Label
DD Form 1502-2 - Limited Unrefrigerated Medical Materiel Shipment
Bright Red Pressure-Sensitive Label