

USA DG Process

1. Send a preliminary hazardous declaration with booking number within 48 hours after making a new booking to DG-RNAUSADGDECS@hlag.com
2. Preliminary hazardous declarations should include the piece count, weight, type of outer packing, UN, class, packing group, proper shipping name, chemical name, 24-hour emergency telephone number with the reference number/name, a flash point if applicable and whether cargo qualifies as limited quantity or marine pollutant.
3. Hazardous vessel approval take 48-72 hours from time of entry.
4. Hazardous inland approval is automatically approved at time of entry if information provided is in full compliance with IMDG Code.
5. Once a preliminary hazardous declaration is submitted, our input team will enter the data from the paperwork.
6. A new booking confirmation will be sent to the e-mail address of the shipper once the vessel portion of the booking is approved. The booking confirmation will state "Accepted" in the DG Acceptance Status field:

<input checked="" type="checkbox"/> DG	<input type="checkbox"/> Temp.	<input type="checkbox"/> OOG	<input type="checkbox"/> SOW
DG Acceptance Status:		Accepted	
Import:	FCL / Merchant's Haulage (CY)		

7. Once the container is loaded, a FINALIZED hazardous declaration should be submitted to the email address DG-RNAUSADGDECS@hlag.com
8. A signed finalized hazardous declaration should include all of the information from the preliminary and additional information including the port of load, port of discharge, container number, updated piece count and weight if necessary, the vessel name and voyage number.
9. In order to ingate a loaded container to the port of load, a finalized copy of the hazardous declaration must be submitted and processed by terminal before the trucker attempts to ingate.
10. Hazardous approval is required for inland moves. For Hapag-Lloyd door moves, hazardous approval is required before a work order can issued, trucker assigned and a load date/time confirmed. Hazardous approval is also required in order to issue rail billing. In addition to hazardous approval, the finalized hazardous declaration must be submitted in order to complete the rail billing request.
11. Once a booking is approved in our system, regardless of partner, if it goes back into pending status for weight or piece count, the approval clock does not start over. We can get quick re-approval for weight and piece count. If the UN changes, meaning, if the chemical component is changed, it is then re-submitted to the partner for approval and the approval can take another 72 business hours.
12. Please note that additional information may be requested after the container loads and the vessel has sailed. Destination and the transshipment port may ask for documents in order to gain approval overseas for the container either to load the feeder vessel, or discharge at destination.

13. All hazardous declarations, preliminary and finalized should be submitted to our input team e-mail address: DG-RNAUSADGDECS@hlag.com
All other questions and concerns should be directed to the QSC service e-mail address: usa@service.hlag.com
14. A new system enhancement is now live that will allow our DG Validation team to bypass the partner vessel confirmation needed to ACCEPT DG in our system. Cargo that ships regularly and the partner approves 100% of the time, the DG Validation Team is able to go ahead and flag the booking ACCEPTED while waiting for the confirmation from the partner.

Customer FAQ

1. Q: Does my booking need to be approved before I can pull an empty container?
A: No, we do not require approval in order to pull an empty. As long as equipment is available, an empty can be pulled at any time.
2. Q: Does my booking need to be approved before the container is returned to the port?
A: No, the booking does not need the final vessel approval in order to in-gate a loaded container. The final haz dec does need to be submitted and on file at the terminal before a loaded container can in-gate. The final approval in the booking ensures the container can load the vessel. It is at the risk of the shipper if they want to turn in a loaded container before final hazardous approval.
3. Q: What if I turn in my loaded container to the port before hazardous approval, and the booking does not get approved and the container has rolled? Does Hapag-Lloyd assume responsibility and cover the roll and storage charges?
A: No, it is at the risk of the shipper if they turn in before final vessel approval.
4. Q: How long does hazardous approval take?
A: Approval takes 48-72 business hours
5. Q: Once a booking is approved and we make a change, does the booking take 48-72 business hours to re-approve?
A: It depends on the change. If the change is to the weight and/or piece count, it can be approved again right away. If the change is to the UN, meaning, the cargo has changed, or more cargo is added to the existing cargo, then yes, the approval can take an additional 48-72 business hours
6. Q: How far in advance should I submit my preliminary hazardous declaration?
A: The preliminary hazardous declaration should be submitted within 24-48 hours of receiving a booking confirmation from a requested booking.
7. Q: How soon can I expect my hazardous details to be entered into our booking after I have submitted my preliminary hazardous declaration?
A: The hazardous details are entered and confirmed to the booking within 24 hours.
8. Q: Are any other documents I am required to submit with my preliminary hazardous declaration?
A: No other documents are required to submit. Please note that we may request additional information at any time and it is the shipper's responsibility to be able to send upon request