



## **Radiological Sample Shipment Guidelines**

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**Use this checklist to properly ship Radiological samples to GEL**

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### **When: Notify GEL of Proposed Shipment 2 Days Prior to Shipping**

All samples considered radioactive must be approved prior to shipment. GEL must have data to support its South Carolina Radioactive Material License.

### **Who: Provide Radiological Shipment Information:**

When notifying GEL email both GEL's RSO ([RSO@gel.com](mailto:RSO@gel.com)) and your Project Manager's team email address. Provide the data used to classify the shipment including a list of isotopes, activity, and dose rate. For multiple samples, provide the activity break-down per sample. The table on page 2 can be used if your company does not have a template.

### **What next: GEL Reviews and Approves Proposed Samples**

Allow 24 hours for GEL's RSO to review sample activity provided and respond to you about GEL's ability to accept your sample(s).

### **How: Include Chain of Custody AND Radioactive Data in Shipment**

Include a hard copy of the completed Chain of Custody and the supporting radioactive data previously provided to GEL inside the shipping container.

### **Where: Include Return Shipment Information for Returning Container**

Provide name, address, and contact information for GEL to return the shielded shipping container if you want it returned. Lead liners or custom packing materials to be returned should be clearly identified.

### **Shipping Address for GEL:**

Receiving Department  
2040 Savage Road  
Charleston SC, 29407  
843-556-8171

