

Benchmarking on Shipping Policies and Procedures

Benchmarking Questions

- Does your facility handle/facilitate return shipment of user-provided samples or equipment?
- If yes, how do you arrange this?
- Does this include shipments to foreign countries?
- If no, what happens to user-provided samples or equipment?
- Please identify a point of contact if you are not familiar with this information.

Benchmarking Responses

ATLAS

The ATLAS facility typically doesn't. If it is necessary though, in very rare cases, we will work with the user and their home institution to coordinate the packing and shipping. For example we have the Canadian Penning Trap installed at ATLAS. This has been in place for about 10 years. When it is time to return it we will work with U Manitoba and McGill but I would expect them to pay all charges.

APS

The following information is on the Advanced Photon Source Website: Assistance with return shipping is available, with costs charged to the user's account. Communicate with your host beamline well in advance to avoid delays and difficulties with shipping.

The APS User Experiment Safety Coordinator, Bruce Glagola is available for guidance and assistance (glagola@aps.anl.gov, 630-252-9797).

CAMD

CAMD is not as large a facility as most of the National Labs; therefore, we have the ability to work with each individual user on a case-by-case basis.

- If a user has equipment shipped for use at the facility for his/her own (student's) use then it is the user's responsibility to take care of its return.

- If the equipment is shipped for use by the owner but can be made available to other users, generally CAMD offers to cover shipping when the owner wishes its return.
- Most samples are discarded; in the couple of cases when the user wishes to have the sample returned, CAMD, I think, paid for shipping. We just took a big budget cut so the user may be asked to pay in the future (if shipping requires special handling, LN2, etc.).

CFN

The majority of the users at the CFN take their samples back, but we will provide assistance if they need to ship it back; shipping costs are paid by the users.

INL

Mitch Meyer, our Scientific Manager provided this, and do note that at this point we have not shipped any specimens back to the universities.

Does your facility handle/facilitate return shipment of user-provided samples or equipment?

Specimens are normally radioactive. We facilitate shipment to organizations that have the capability to handle these specimens. We do not normally have user provided equipment.

If yes, how do you arrange this?

The project manager assigned to the experiment facilitates the shipment.

Does this include shipments to foreign countries?

Possibly, although we have not had the need to do this.

If no, what happens to user-provided samples or equipment?

Specimens are disposed of as waste.

Please identify a point of contact if you are not familiar with this information.

Varies depending on the project.

HFIR

In the great majority of cases users take their samples back. For projects at the High Flux Isotope Reactor, samples need to stay back until they reach acceptable levels of activity. Some of these samples have been sent back to the user. We don't work with foreign institutions.

NSLS

We assist users with return shipments if they need it, and Joan Marshall (jmarshall@bnl.gov) here at the NSLS is the point of contact. We have information provided here at our website:

<http://www.nsls.bnl.gov/users/services/shipping.asp>

Users pay their own costs for shipment back. If users leave equipment here and it is not tagged, eventually it will be discarded.

NSRL

We provide the equipment to NSRL users, so that item is not applicable to NSRL. If samples are non-hazardous (and will be sent with priority overnight status), we facilitate the shipment of them to the users' home institutions via independent courier (usually FedEx). While fairly uncommon (< 1% of the shipments), some samples do go to foreign countries. If samples are hazardous, then they can only go through the appropriate channels through the BNL shipping department (Supervisor Pat Jencius). We facilitate this by submitting the shipping memo.

RHIC

For non-radioactive, non-Hazmat equipment and materials we can ship equipment offsite using central receiving/shipping and a shipping memo, or the users can arrange with UPS, FedEx or another carrier. If the equipment is owned by BNL but is to be shipped to a collaborating institution we also need a property pass filled out and for tagged items have to involve BNL Property Management.

SSRL and LCLS

The User Research Administration group assists users with shipments at SSRL and LCLS (shipping costs are paid by the user). See policies and procedures:

<http://www-ssrl.slac.stanford.edu/userresources/usershipments.html>

<http://www-ssrl.slac.stanford.edu/userresources/export.html>