

Subject: Handling, Shipping, and Storage	Effective Date: JULY 18, 2004	Initiated by: Head, Quality Assurance
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It is PPPL's policy that the responsible individual specify in procedures, specifications, or statements of work any special handling, shipping, and storage requirements to ensure the integrity of items. The following requirements should be considered:

- a. Special requirements, such as, handling tools, lifting, and/or storage equipment, e.g., containers, shock absorbers, accelerators,
- b. Design and methods of packaging,
- c. Mode of transportation,
- d. Environmental control, e.g., inert gas atmosphere, specific humidity levels, temperature levels,
- e. Traceability of stock material,
- f. Preventive maintenance in storage,
- g. Records,
- h. Material identifications such as warning notes, labels, or tags,
- i. Segregation of rejected/unacceptable material to prevent inadvertent use prior to disposition.