







Container packing checklist

A checklist for the safe packing and avoidance of pest contamination of freight containers¹.

Instructions: Complete the checklist for each container to be packed. If ANY of the answers are "NO", stop packing, alert your supervisor. DO NOT dispatch the container.

| | | YES | NO | N/A | CTU Code reference ² |
|----|--|-----|----|-----|---------------------------------|
| | The packing area | | | | |
| 1 | Is the type of container appropriate for the cargo to be carried? | | | | Ch 7 |
| 2 | Is the container positioned so that it can be accessed safely? | | | | Ch 8.3 / Annex 5 S2 |
| 3 | Have steps been taken to avoid contamination of the packing area by pests? | | | | Ch 8.2.4 / Annex 6 |
| 4 | Has a packing plan been prepared showing the arrangements of goods in the container? | | | | Annex 7 S1 |
| 5 | Are the maximum permitted payload limits of the container sufficient for the intended load? | | | | Annex 4 S2 |
| 6 | Do all timber pallets, dunnage or other wood packing material meet ISPM-15 standards and show the required markings? | | | | Annex 7 S1.14 |
| 7 | Have staff assigned to pack the container been trained to understand the practices of safe packing and securing and avoidance of pest contamination? | | | | Ch 13 / Annex 10 |
| | Container condition | | | | |
| 8 | Is the container exterior free from soil or other visible infestation by pests? | | | | Ch 8.2.2.9 / Annex 6 |
| 9 | Is the container exterior in good condition, and not significantly distorted, cracked or bent? | | | | Ch 8.2.2 |
| 10 | Does the container have a valid CSC Approval Plate? | | | | Ch 8.2.1 / Annex 4 |
| 11 | Is the container interior free from signs of damage, signs of water ingress, rust, residues, stains or debris? | | | | Ch 8.2.3 / Annex 6 |
| 12 | Is the container interior free from soil or other visible infestation by pests? | | | | Ch 8.2.4 / Annex 6 |
| | Packing the container | | | | |
| 13 | Is the cargo to be packed free from soil or other visible infestation by pests? | | | | Annex 6 |
| 14 | Has the heavier cargo been packed at the bottom of the container with any lighter weight cargo on top? | | | | Annex 7 S3.2.3 |
| 15 | Is the cargo distributed evenly across the floor of the container to spread the load? | | | | Annex 7 S3.1 |
| 16 | Is the centre of gravity approximately in the centre of the container? | | | | Annex 7 S3.1.4 |
| 17 | Has the cargo been packed in approximately even layers? | | | | Annex 7 S3.2 |
| 18 | Have packages with package orientation labels been stowed the correct way up? | | | | Annex 7 App 1 S3 |
| 19 | Has locking, blocking or lashing been used to prevent the cargo from sliding and tipping in the container in any direction? | | | | Annex 7 S2 |

| | | YES | NO | N/A | CTU Code reference ² |
|----|--|-----|----|-----|---------------------------------|
| | Dangerous goods | | | | |
| 20 | Are all Dangerous Goods packages marked and labelled in accordance with the IMDG Code? | | | | Ch 10.2.10 IMDG Code |
| 21 | Are all Dangerous Goods packages undamaged and in sound condition? | | | | Ch 10.2.8 |
| 22 | Where Dangerous Goods comprise only part of the cargo, are they packed as close to the doors as possible? | | | | Ch 10.3.8 |
| 23 | Has the container been placarded in accordance with the IMDG Code? | | | | Ch 11.2 |
| | After packing the container but before closing the doors | | | | |
| 24 | Have all void spaces (gaps) within the cargo stow and/or between the cargo and container structure been filled? | | | | Annex 7 S2.3 |
| 25 | Is the cargo blocking and bracing distributed over a sufficiently large area of the container (e.g. by use of spreader beams)? | | | | Annex 7 S.2.3 |
| 26 | Are lashings secured to the container so as not to over-stress its structure? | | | | Ch 9.4 Annex 7 S2.4 and S4 |
| 27 | Are both the interior and the exterior of the container, and its cargo, free of soil, or other visible infestation by pests? | | | | Annex 6 |
| | Closing the container | | | | |
| 28 | Have the doors of the container been securely closed and latched? | | | | Ch 11.1 |
| 29 | Has a seal been affixed to the container and its number recorded? | | | | Ch 11.1.2 |
| | Dispatching the container | | | | |
| 30 | For the packed container, has the Verified Gross Mass been communicated to the carrier as early as required by the carrier? | | | | Ch 11.3.2 |
| 31 | For the packed container, has the identity of the container and the seal number been communicated to the carrier as early as required by the carrier? | | | | Ch 11.3.3 |
| 32 | For the cargo, has an accurate description (including classification) of the cargo itself and the packaging been communicated to the carrier, as early as required by the carrier? | | | | Ch 4.2.3 and 4.2.4 |
| 33 | For the cargo, have the number and types of packages and the cargo mass (for Customs purposes) been communicated to the carrier, as early as required by the carrier? | | | | Ch 4.2.3 and 4.2.4 |
| 34 | For Dangerous Goods, has a Shipper's Declaration and, where required, a Packing Certificate declaration been made and communicated to the carrier as early as required by the carrier? | | | | Ch 11.3.6 |

¹ The information in this Checklist relates only to freight containers.

² The CTU Code is the IMO/ILO/UNECE Code of Practice for Packing of Cargo Transport Units, 2014 edition. CTU Code can be found on both the websites of the International Maritime Organization (IMO) www.imo.org/en/OurWork/Safety/Cargoes/CargoSecuring/Pages/CTU-Code.aspx) and the United Nations Economic Commission for Europe (UNECE) www.unece.org/trans/wp24/guidelinespackingctus/intro.html.

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