



Manual for the Shipment of Dangerous Goods

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1. Introduction

Safe transport of dangerous goods really matters to us. We follow the international regulations of the European Agreement concerning the International Carriage of Dangerous Goods by Road (ADR) and the national provisions of the Swiss Ordinance on the Carriage of Dangerous Goods by Road (SDR).

These regulations apply both to the consignor and to DPD Switzerland as carrier. If the consignor is not the same as the client, the client is responsible for making sure that everyone involved in the shipment can correctly fulfil their obligations in line with ADR/SDR.

The client is obliged to make sure,

- that only dangerous goods authorised for transport are handed over,
- that the goods are correctly classified, marked and packaged,
- that we are fully informed about the type and quantity,
- that all required documents are properly issued and provided,
- and that all personnel involved in packing and shipping are regularly trained for their specific tasks.

This manual helps you fulfil your responsibilities as consignor and to correctly implement the obligations according to the regulations. It summarises the key points for shipping dangerous goods with DPD Switzerland.

Please note that this information is not exhaustive and does not replace a Dangerous Goods Safety Advisor. The current versions of ADR and SDR are always binding.

2. Dangerous goods excluded from carriage by DPD Switzerland

DPD Switzerland only transports dangerous goods if they are classified according to ADR as **limited quantity (LQ)**, **exempted quantity (EQ)** or under a special provision are permitted.

The following in particular cannot be transported:

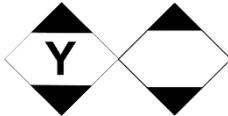
- Dangerous goods requiring vehicle marking with an orange warning placard.
- Dangerous goods that are not permitted as LQ, EQ or under a special provision.
- Batteries not covered by special provision 188 or 598.
- Packages over 30 kg.
- Substances that are generally excluded from parcel shipping (for example, explosives, highly toxic or radioactive substances).

This list is not exhaustive. The current regulations of the European Agreement concerning the International Carriage of Dangerous Goods by Road (ADR) and the Swiss Ordinance on the Carriage of Dangerous Goods by Road (SDR) apply. If you have questions about shipping a specific dangerous good, we are happy to help – please provide the product name, UN number, packing group and package size: gefahrgut@dpd.ch

3. Dangerous goods you may ship with DPD Switzerland

You may ship dangerous goods in the national parcel channel if they are permitted under the European Agreement concerning the International Carriage of Dangerous Goods by Road (ADR) as Limited Quantities (LQ), Exempted Quantities (EQ), or authorised by a special provision.

This overview shows the most important permitted dangerous goods:

ADR reference	Description	Marking
3.4	Dangerous goods packed in limited quantities	
3.5	Dangerous goods packed in exempted quantities	
3.3 (SV 188)	Low-power lithium batteries	
3.3 (SV 319) 4.1.4.1 (P650)	Biological substances, Category B	
2.2.62.1.5.8	Exempt medical laboratory samples Exempt veterinary laboratory samples	Marking according to ADR 2.2.62.1.5.8
2.2.62.1.5.9	Used medical instruments and equipment	Marking according to ADR 2.2.62.1.5.9
3.3 (SV 388) 3.3 (SV 666)	Vehicles powered by lithium-ion, lithium-metal and sodium-ion batteries (UN 3556, UN 3557 and UN 3558)	
5.5.3.4	Dry ice as a refrigerant	UN 1845 CARBON DIOXIDE, SOLID, AS A REFRIGERANT
3.3 (SV 658)	Lighters	UN 1057 LIGHTERS
3.3 (SV 598 a)	Wet batteries (UN 2794 and UN 2795)	No marking
3.3 (SV 375)	Environmentally hazardous substances UN 3077 and UN 3082 up to 5 kg/l	No marking
3.3 (SV 601)	Ready-to-use pharmaceutical products	No marking

Note: This list is not exhaustive. For all shipments, the current ADR/SDR regulations apply.

3.1. Goods packed in limited quantities

A wide range of dangerous goods can be shipped under Chapter 3.4 of ADR, as long as the quantity limits per inner packaging are observed.

3.1.1. ADR quantity limits

You can find the permitted quantity limit per inner packaging in ADR Chapter 3.2, Table A, Column (7a). The quantity limit is given in kilograms for solid substances and in litres for liquid substances. For dangerous goods that are not allowed for transport under this chapter, the quantity is shown as "0".

UN-Nummer	Richtiger technischer Name	Klasse	Klassifizierungscode	Verpackungsgruppe	Gefahrzettel	Sondervorschriften	Begrenzte und freigestellte Mengen		Verpackungen			Ort
							Begrenzte Mengen	Freigestellte Mengen	Anweisungen	Sondervorschriften	Zusammenpackung	
(1)	(2)	(3a)	(3b)	(4)	(5)	(6)	(7a)	(7b)	(8)	(9a)	(9b)	(10)
1230	METHANOL	3	FT1	II	3+ 6.1	279	1 l	E2	P001 IBC02		MP19	4.2.5.2 7.3.2 T7

3.1.2. Packaging

For shipping dangerous goods in limited quantities (ADR Chapter 3.4 together with ADR Chapter 4.1.1), a composite packaging is required. Single packagings are not allowed.

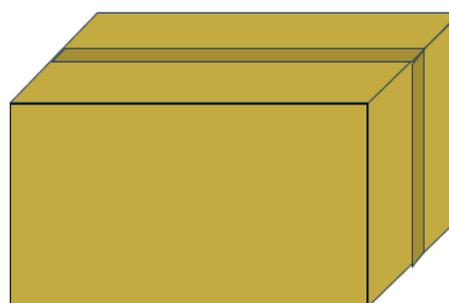
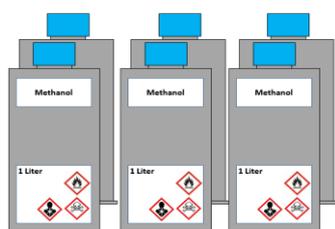
The outer packaging must be sturdy enough to withstand the typical stresses of parcel shipping. This includes, in particular, automatic and manual sorting, impacts, drop stresses (test height up to 1.20 m), as well as pressure and stacking loads.

Recommendation: To reliably meet these requirements, we recommend using type-tested packaging with the code "Z".

The inner packaging must be tightly sealed and protected against unintentional opening.

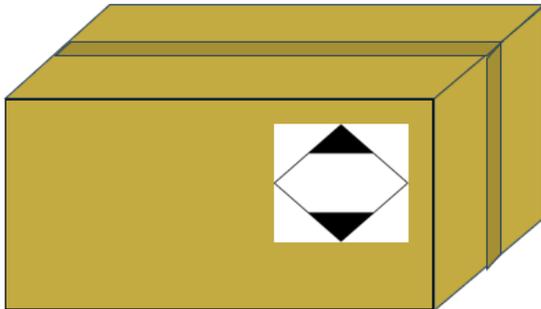
- Liquids: Position openings facing upwards; inner packaging must be protected against contact with each other.
- Glass or other fragile materials: secure individually and additionally place in a rigid intermediate packaging.

Gross weight per package must not exceed 30 kg (for trays, a maximum of 20 kg).
Gross weight means the total weight of the package, including contents and packaging.

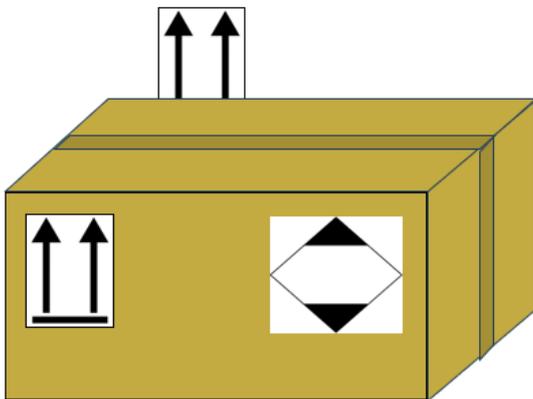


3.1.3. Marking

Packages shipped under ADR 3.4 must be marked as follows:



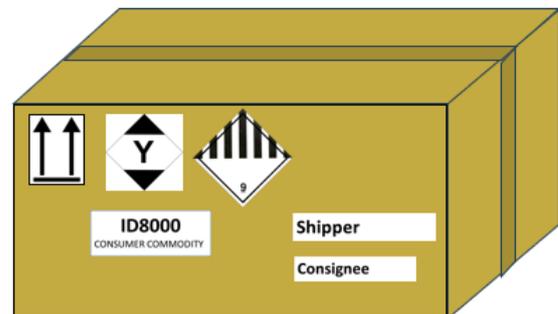
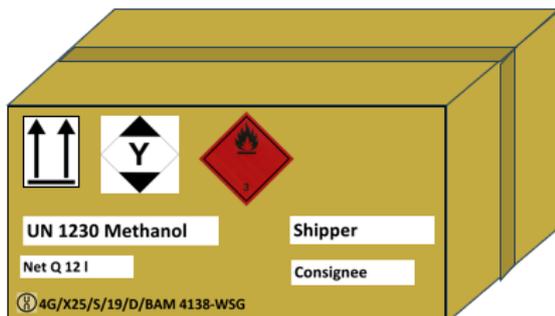
Black-white-black diamond for dangerous goods in limited quantities, 100 mm x 100 mm (for smaller packages, the diamond may be reduced to 50 mm x 50 mm).



If the package contains liquids, appropriate orientation arrows must also be affixed. These must be placed on two opposite sides.

3.1.4. Packages in multimodal transport

Packages that are forwarded or pre-carried by air freight as “Limited Quantity” or “ID 8000” can be handed over to DPD Switzerland without modification.



3.1.5. Small gas cylinders (ADR Special Provision 406)

Small pressure vessels (e.g. containing argon, carbon dioxide, helium or nitrogen) that meet the requirements of Special Provision 406 may also be shipped as goods packed in Limited Quantities (LQ).

Here are the conditions:

- Maximum content per pressure vessel: 1'000 ml,
- The product of test pressure and capacity must not exceed 15.2 MPa·l (152 bar·l),
- The pressure vessel must comply with the construction and testing regulations according to packing instruction P200 ADR,
- No combined packaging with other dangerous goods is permitted.

The same requirements for packaging, marking and drop testing (1.20 m) apply to these gas cylinders as for all other LQ consignments.

3.2. Dangerous goods packed in limited quantities

This exemption (ADR Chapter 3.5) applies to packages containing minimal amounts of dangerous goods.

3.2.1. Quantity limits ADR 3.5

The permitted quantity limit per inner packaging can be found in ADR Chapter 3.2, Table A, column (7b) as the E-Code. The list in ADR 3.5.1.2 specifies the quantity limits for inner and outer packaging for each code. The quantity limit is given in grams for solids and in ml for liquids. For dangerous goods not permitted for transport under this chapter, the code "E0" is indicated.

UN-Nummer	Richtiger technischer Name	Klasse	Klassifizierungscodes	Verpackungsgruppe	Gefahrzettel	Sondervorschriften	Begrenzte und freigestellte Mengen		Verpackungen			Ort
							Begrenzte Mengen	Freigestellte Mengen	Anweisungen	Sondervorschriften	Zusammenpackung	
(1)	(2)	(3a)	(3b)	(4)	(5)	(6)	(7a)	(7b)	(8)	(9a)	(9b)	(10)
1230	METHANOL	3	FT1	II	3+ 6.1	279	1I	E2	P001 IBC02		MP19	4.2.5.2 7.3.2 T7

Code	höchste Nettomenge je Innenverpackung (für feste Stoffe in Gramm und für flüssige Stoffe und Gase in ml)	höchste Nettomenge je Aussenverpackung (für feste Stoffe in Gramm und für flüssige Stoffe und Gase in ml oder bei Zusammenpackung die Summe aus Gramm und ml)
E 0	in freigestellten Mengen nicht zugelassen	
E 1	30	1000
E 2	30	500
E 3	30	300
E 4	1	500
E 5	1	300

3.2.2. Packaging

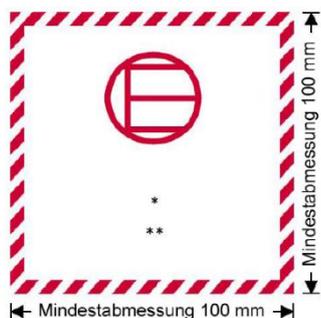
Dangerous goods packed in excepted quantities (Excepted Quantities) must be packaged as follows:



- Outer packaging (robust and padded)
 - Intermediate packaging (absorbent material between inner and intermediate packaging)
 - Inner packaging (sealed, protected against mutual contact, opening facing upwards for liquids)

3.2.3. Marking

Dangerous goods packed in excepted quantities (Excepted Quantities) must be marked as follows:



- Marking in accordance with ADR 3.5.4.2 (100 mm x 100 mm)
- Indication of the primary hazard (dangerous goods class)
- Consignor or consignee in the marking or on the same surface as the marking.

3.3. Low-powered lithium batteries (ADR special provision 188)

This exemption applies to batteries that meet the requirements of special provision 188.

3.3.1. Characteristics of the individual battery types

Type	Lithium metal	Lithium-ion and lithium polymer	Sodium-ion
Construction	Cell Battery	Cell Battery	Cell Battery
Rechargeable	No	Yes	Yes
Definition Low Power	Cell ≤ 1 g lithium Battery ≤ 2 g lithium	Cell ≤ 20 Wh capacity Battery ≤ 100 Wh power	Cell ≤ 20 Wh power Battery ≤ 100 Wh power
UN No. cell / battery	UN 3090	UN 3480	UN 3551
UN No. cells and batteries installed in equipment	UN 3091	UN 3481	UN 3552
UN No. cells and batteries packed with equipment	UN 3091	UN 3481	UN 3552

3.3.2. Packaging of cells and batteries

Packaging for cells and batteries must meet the following requirements.

- The inner packaging must not be conductive.
- The battery must be completely enclosed within the inner packaging.
- The batteries must be protected against short circuit.
- The outer packaging must be robust enough to withstand shocks and stresses that may occur under normal transport conditions.
- The inner packaging must not have any play within the outer packaging.
- Maximum permitted weight per package to be shipped: 30 kg

3.3.3. Packaging of devices with built-in cells and batteries

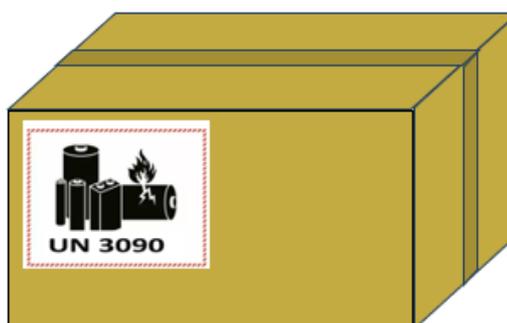
Packaging for devices with built-in cells or batteries must meet these requirements.

- Batteries must be protected against short circuits.
- Devices must be protected against accidental activation.
- Outer packaging must be robust enough to withstand shocks and stresses that may occur under normal transport conditions.
- Devices must not move within the outer packaging.
- Maximum permissible weight per package for shipping: 30 kg

3.3.4. Marking

Packages shipped under Special Provision 188 must be marked as follows.

- Marking according to ADR 5.2.1.9.2, 100 mm x 100 mm
- If the package size does not permit otherwise, the marking may be reduced to 100 mm x 70 mm.
- The relevant UN number must be entered on the label.



3.3.5. Additional requirement

With the exception of built-in button cells, the consignor must be able to provide the 38.3 test summary upon request.

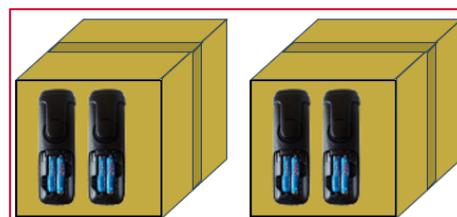
3.3.6. Packages exempt from the marking requirement

The following packages are exempt from the marking requirement according to Special Provision 188 f.

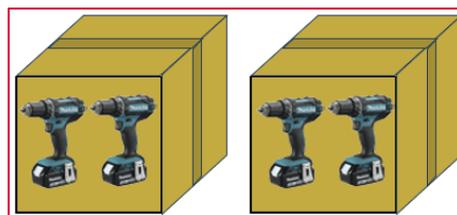
- Button cells built into devices, such as car keys, watches, hearing aids, etc.



- A maximum of four cells built into devices per package and a maximum of two packages, each containing four cells built into devices, per recipient.



- A maximum of two batteries built into devices per package and a maximum of two packages, each containing two batteries built into devices, per recipient.



Caution: Damaged lithium batteries, as well as devices with damaged built-in lithium batteries, must not be shipped.

3.4. UN 3373 Biological substances, Category B

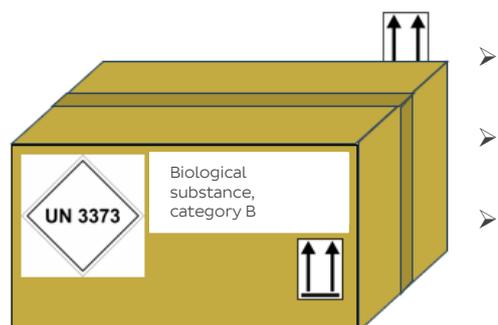
Biological substances classified under UN number 3373 present a risk of infection to healthy people. However, in healthy people or animals, the course of illness is mild and does not result in lasting harm or death to the infected person.

3.4.1. Packaging

The packaging must include at least three components:

- a) Primary receptacle
 - Leak-proof or dust-tight.
 - Cushioning or physical separation of the primary receptacles from each other.
- b) Secondary packaging
 - Liquid-tight or dust-tight.
 - Absorbent material between primary and secondary packaging.
 - Rigid secondary packaging if the outer packaging is not rigid.
- c) Outer packaging
 - Resistant
 - Rigid if the secondary packaging is not rigid.
 - The complete package must withstand a drop from a height of 1.2 m without any leakage of contents.
 - One of the surfaces must have minimum dimensions of 100 mm x 100 mm.
 - Maximum permissible weight per package to be shipped: 30 kg

3.4.2. Marking



- Diamond with UN 3373 marking, at least 50 mm x 50 mm, lettering at least 6 mm high.
- Official designation according to Table 3.2 A ADR in capital letters, lettering at least 6 mm high.
- For liquids, orientation arrows on two opposite sides.

3.5. Exempt medical samples

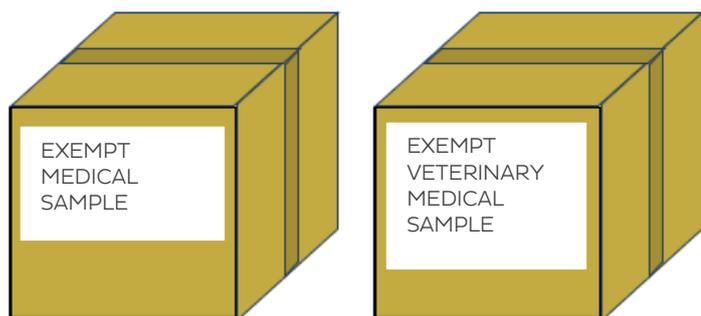
This exemption applies to human or veterinary medical samples for which there is only a minimal likelihood that they contain pathogens.

3.5.1. Packaging

The packaging must consist of at least three components:

- a) Primary receptacle
 - Leakproof
 - Cushioning or physical separation of the primary receptacles from each other.
- b) Secondary packaging
 - Leakproof
 - Absorbent material between the primary and secondary packaging for liquids.
- c) Outer packaging
 - Sufficiently robust outer packaging
 - One of the surfaces must have minimum dimensions of 100 mm x 100 mm.
 - Maximum permitted weight per package to be shipped: 30 kg

3.5.2. Marking



The package must be labelled in capital letters: "EXEMPT MEDICAL SAMPLE" or "EXEMPT VETERINARY MEDICAL SAMPLE".

3.6. Medical instruments or equipment

This exemption allows you to ship medical instruments or equipment that may be contaminated with infectious substances.

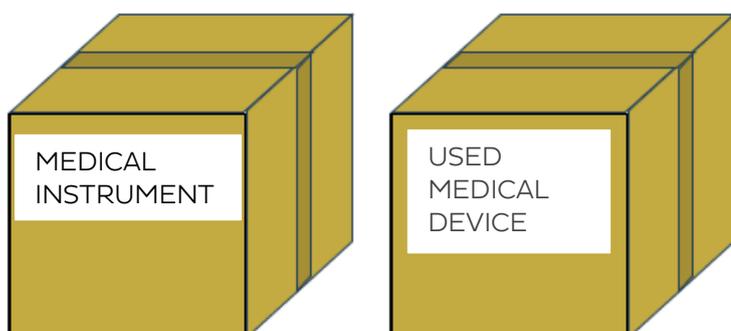
The following devices and instruments are not covered by this exemption:

- Medical waste
- Highly infectious substances of Category A (UN 2814)
- Instruments and equipment contaminated with other dangerous goods or containing dangerous goods.

3.6.1. Packaging

Sturdy packaging that prevents its contents from breaking or leaking under normal postal transport conditions.

3.6.2. Marking



The package must be labelled in capital letters: "MEDICAL INSTRUMENT" or "USED MEDICAL DEVICE".

3.7. Vehicles powered by lithium-ion, lithium-metal or sodium-ion batteries

Electric vehicles listed below may be transported, even if the battery's nominal capacity exceeds 100 Wh. A mandatory requirement is that the batteries must be installed in the vehicle. For this special provision, vehicles are defined as self-propelled devices designed to carry one or more persons or goods.

UN 3556 Vehicle powered by lithium-ion batteries

UN 3557 Vehicle powered by lithium metal batteries

UN 3558 Vehicle powered by sodium-ion batteries



3.7.1. Packaging / Marking

Vehicles that are completely enclosed by packaging, crates or other means that prevent easy identification are subject to the marking requirement of Chapter 5.2.

In this case, the hazard label "9A" must be affixed to the package.



3.8. Dry ice for cooling or conditioning purposes

For the purpose of cooling or conditioning, dry ice (solid carbon dioxide) may be included in the package.

3.8.1. Packaging

For shipping dry ice as a cooling or conditioning agent, combination packaging must always be used.

Outer packaging:

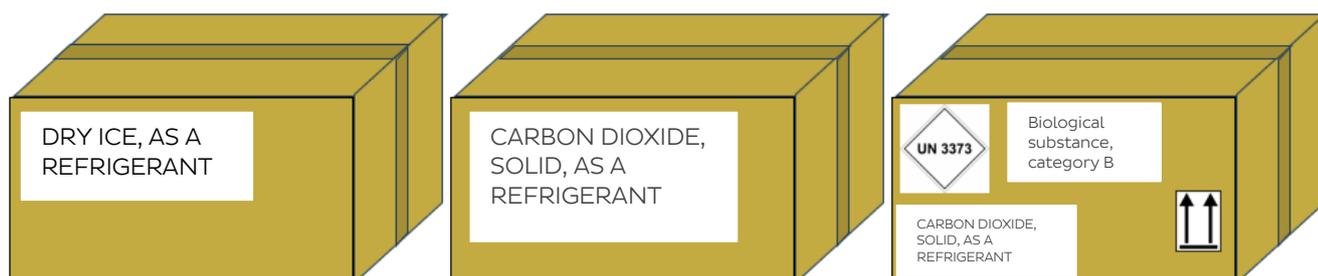
- Well insulated
- Gas-permeable (risk of explosion in gas-tight containers)
- Prevents the unintended release of dry ice

Inner packaging:

- Cold-resistant down to minus 78°

3.8.2. Marking

- Label shipment units in capital letters with "DRY ICE, AS A REFRIGERANT" or "CARBON DIOXIDE, SOLID, AS A REFRIGERANT"
- If dry ice is used to cool other dangerous goods, the corresponding labels must also be affixed to the packaging.



3.9. Lighters or lighter refills

Lighters and lighter refills are generally classified as dangerous goods class 2. However, for parcel shipping, ADR special provision 658 may be applied, which allows simplified carriage under certain conditions and thus enables shipment with DPD Switzerland.

The decisive factor here is the gross mass of the finished package:

- A single package may have a maximum gross mass of 10 kg. What counts is the complete shipment unit (including outer packaging and any additional contents).
- If this limit is exceeded – for example, with a parcel containing a grill and an included lighter – we consider it a dangerous goods parcel, which no longer falls under the special provision.
- In addition, there is an overall limit of 100 kg gross weight per vehicle. This also corresponds to the maximum allowable amount for a collection.

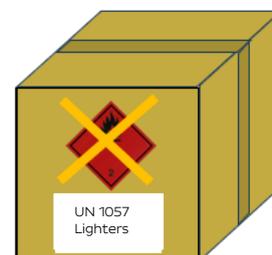
3.9.1. Packaging

- A combination packaging is required, consisting of inner and outer packaging.
- The packaging must be designed to prevent accidental leakage or ignition.
- The outer packaging must withstand the typical stresses encountered during parcel transport (sorting, impacts, drop heights up to 1.20 m, pressure and stacking loads).
- For further details, the general packaging requirements according to section 3.1.2 apply.

3.9.2. Marking



Each package must bear the marking "UN 1057 LIGHTERS" or "UN 1057 REFILL CARTRIDGES FOR LIGHTERS".



For packages that meet the requirements of special provision 658, the hazard label must be removed or made illegible. Parcels shipped with a dangerous goods label will be stopped.

3.10. Batteries

Wet batteries that may be transported in accordance with Special Provision 598 are not subject to any further ADR regulations if the following conditions are met:

- a) New batteries
 - These are equipped with a carrying device.
 - The batteries show no traces of alkalis or acids on the outside.
 - The batteries are protected against short circuit.
- b) Used batteries (intended for recycling after normal use)
 - The battery casings show no damage.
 - Batteries must not show any traces of alkalis or acids on their exterior.
 - Batteries must be protected against short circuits.

3.11. Environmentally hazardous substances (UN 3077 and UN 3082) in packages up to 5 L or 5 kg

When applying Special Provision 375, environmentally hazardous substances with UN numbers UN 3077 and UN 3082 are not subject to any further ADR requirements, provided that:

- Single packages with a maximum net mass of 5 kg or 5 L
- For combination packages, a maximum net mass of 5 kg or 5 L per inner packaging
- The general packaging requirements of ADR subsections 4.1.1.1, 4.1.1.2 and 4.1.1.4 to 4.1.1.8 must be observed.

3.12. Ready-to-use pharmaceutical products (Special Provision 601)

Ready-to-use pharmaceutical products (medicines) assigned a UN number with Special Provision 601 are not subject to the requirements of ADR if one of the following conditions is met:

- The medicines are manufactured and packaged for retail sale.
- The medicines being shipped are manufactured and packaged for personal or domestic use.

4. General information

4.1. Validity

4.1.1. Shipping within Switzerland

For shipments within Switzerland, apart from the requirements of ADR and this manual, there are no additional restrictions for the shipment of LQ, EQ or dangerous goods that are exempted according to special provisions.

Note: Dangerous goods shipments may only be sent via shipping methods that require delivery against signature. If the recipient grants authorisation to leave the shipment, this is done with knowledge of the dangerous goods nature of the shipment and at their own responsibility.

4.1.2. International shipping

When shipping to other countries, additional requirements or restrictions may apply depending on the destination country.

International shipments of dangerous goods may only be processed using the designated service for international dangerous goods shipments.

We automatically check eligibility when you create a parcel label. You can also use our international shipping calculator to check in advance—based on the UN number, packing group and shipping weight—whether your parcel can be sent as a Limited Quantities (LQ) shipment. If the shipping calculator shows that shipment is not permitted, sending it with DPD in this form is unfortunately not possible.

Example: You can send an aerosol can within Switzerland, but shipping to certain countries is excluded due to local regulations. Our shipping calculator automatically takes these restrictions into account.

If shipment is permitted, the provisions of ADR as well as the requirements described in this manual apply without exception.

4.2. Data transmission / Duty to inform

To make sure everyone involved in transport has the information they need about the dangerous goods being shipped, you must include the following details when creating the shipping label or transmitting data:

4.2.1. Shipping within Switzerland

For shipping an LQ package within Switzerland, you must include the following details for each package when printing the label or transmitting data:

- Indication that it is an LQ package (by selecting the corresponding data field).
- Indicate the gross weight of the shipment-ready package.

4.2.2. International shipment

For international shipments, please record the following items:

- Select the correct service code (this shows that it is an LQ package).
- Shipping weight per package.
- Please complete the required fields:
 - UN number
 - Dangerous goods class
 - Packing group (if applicable)

4.3. Transport obstacles

If, during transport, a violation of the ADR regulations or our requirements is detected, we will stop the parcel at the location where the issue is identified and investigate the situation.

If the transport impediment is confirmed, you have the following options:

- Rectification by the consignor at the location where the parcel was stopped.
- Collection by the consignor or the consignee on site.
- Destruction at the expense of the client or consignor.
- If possible, a special trip with appropriately equipped vehicles (if feasible).

5. Notes and responsibilities

This manual outlines the requirements for shipping dangerous goods as parcels with DPD Switzerland. We provide guidance and support for implementing the applicable regulations, but this manual does not replace advice from a Dangerous Goods Safety Advisor.

For questions regarding classification, packaging or marking, appropriately certified Dangerous Goods Safety Advisors or external experts must be consulted. Required materials (e.g. labels, markings or type-approved packaging) must be obtained from the designated sources.

The requirements set out in this manual are binding for all shipments processed via DPD Switzerland. In certain aspects, they may exceed the minimum requirements of ADR. In such cases, this manual takes precedence.

In the event of discrepancies between the language versions, the German version shall prevail.

In the event of obvious contradictions or discrepancies between this manual and the provisions of the ADR, the ADR always takes precedence.

These requirements make sure that sending dangerous goods as a DPD parcel is always safe, transparent and legally compliant. If you need more information, just get in touch with your customer advisor, the relevant specialist departments or the Dangerous Goods Team at DPD Switzerland.