



भारतीय पैकेजिंग संस्थान  
Indian Institute of Packaging

An autonomous body under the Ministry of Commerce & Industry, Govt. of India

## NOTICE

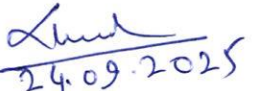
IIP/Lab/UN-Validity/2025

Date: 24.09.2025

### **Sub: Enhancement of Validity of UN Certification for Packaging of Dangerous Goods for Export by Air and Sea reg.**

With reference to the Notice dated 07 July 2025 on the above issue.

2. Accordingly, representations from the stakeholders for further rationalization of testing charges, in order to promote Ease of Doing Business and to promote exports, testing charges and SOP has been modified as per Annexure-I enclosed herewith.
3. The above-mentioned changes will be effective from 1<sup>st</sup> October 2025.
4. All industry members are hereby informed to avail the services offered by IIP for testing of samples in a time-bound and efficient manner.

  
24.09.2025  
(R.K. Mishra)  
Director-IIP

Enclosure:

- Annexure-I : Revised SOP along with enclosures including revised list of charges in Annexure-IV, V, VI and VII

# STANDARD OPERATING PROCEDURE FOR UN CERTIFICATION FOR AIR & SEA WITH EFFECT FROM 1<sup>ST</sup> OCTOBER 2025

STANDARD OPERATING PROCEDURE (SOP) FOR APPLICATION AND PROCESSING OF REQUEST FOR UN CERTIFICATION OF PACKAGING MATERIAL FOR THE EXPORT OF DANGEROUS GOODS BY SEA AND/OR AIR

## 1. Purpose

This SOP outlines the systematic process to be followed by the applicant and the Indian Institute of Packaging (IIP) in relation to UN Certification of packaging materials, in accordance with applicable International Standards for the export of dangerous goods by SEA and/ or AIR.

## 2. Scope

This procedure applies to all applicants seeking UN Certification of packages used for export of dangerous goods by SEA and/ or Air, from IIP across India i.e. Ahmedabad, Chennai, Delhi, Hyderabad, Kolkata and Mumbai. This process will also apply to other centres established in future.

### 2.1. Who can apply?

Packaging Manufacturers may apply for UN certification of packaging material for the export of dangerous goods by SEA and/ or AIR. After successful processing of the application, the certificate will be issued to the manufacturer and the certificate shall have details of the exporter as well.

### 2.2. Validity of UN Certificate:

Applicant can apply for various validity periods as detailed in the following table.

Category of Packaging Materials Manufacturer	Validity of UN Certificate
ISO	12, 24, 36, and 48 Months
Non-ISO	9 Months



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Director IIP

### 2.3. List of Chemicals

For both Air and Sea, IIP will not provide a chemical list along with the UN certificate. However, the applicant must provide a list of the chemicals along with their Material Safety Data Sheet (MSDS). The maximum net quantity per package and the product-package compatibility certificate is required to be submitted to IIP while applying online. The applicant may refer to the latest ICAO Technical Instructions and IMDG Guidelines, in this regard.

### 2.4. UN Certificate

- i. UN Certificate will be issued to the packaging manufacturer. In addition, the Exporter's name is also to be included in the certificate.
- ii. A combined UN certificate can also be issued for Air & Sea transport, if requested by the applicant.
- iii. If the applicant has an "X" category (highly dangerous) certificate, he will be allowed to export "Y" (medium dangerous) and "Z" (low dangerous) category of dangerous goods.
- iv. If the applicant has a "Y" category (medium dangerous) certificate, he will be allowed to export "Z" (low dangerous) category of dangerous goods.
- v. If applicant has a "Z" category (low dangerous) certificate, he will be allowed to export "Z" (low dangerous) category of dangerous goods only.
- vi. Additional exporter Certificate will be issued to the Exporter with the validity of basic certificate for Air, Sea or Combined Certificate, as the case may be.
- vii. UN certificate for the Additional group Certificate will be issued to Packaging Manufacturer for Air, Sea or Combined Certificate, as the case may be.
- viii. UN certificate will be issued to Imported Samples Received by the Institute for Air, Sea or Combined Certificate to the customer, as the case may be
- ix. Site visit Testing will be carried out at Customers Location.



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Director IIP



## Procedure

### 2.5. Initiation of Request

- i. The new applicants will be required to submit a request on any of the respective below-mentioned email IDs. The applicant will be required to provide the details of the Company Address, GST Certificate and Company Registration Certificate along with the details of the contact person for registration of the applicant by IIP on the **Laboratory Information Management System (LIMS)** software.

IIP HO/Regional Office	Contact Persons	Email ID	Contact Number
Mumbai	Dr. T.M. Mallik – Joint Director	transportlab@iip-in.com	+91 022-69192258/259/252 Mob. 9820499028
Chennai	Mr. Katamgari Irmia – Technical Officer	labiipchennai@iip-in.com	+91 044-24961560 Mob. 8693899759
Kolkata	Mr. Alok Basak – Asst. Director	labiipkolkata@iip-in.com	+91 033-2367 0763 / 6016 Mob. 9433910789
Delhi	Mr. Tushar Bandyopadhyay – Asst. Director	labiipdelhi@iip-in.com	+91 011-2216 6703 / 4 / 5 Mob: 8826674743
Hyderabad	Mr. N. Nataraj - Deputy Director	iiphydtesting@iip-in.com	+91 040 – 23814321 Mob: 9874222396
Ahmedabad	Ms. Foram A. Badani – Asst. Director	testing.ahmedabad@iip-in.com	+91 079-29600700 Mob: 9004642616

- ii. Thereafter, LIMS login credentials (username and password) and the link/ details of the IIP portal will be shared with the first-time users for online application for UN Certification. The login credentials will be used by the applicant for all future references/ communications with IIP.
- iii. The existing applicants will continue to use their existing login credentials for filling online application in **LIMS** software.

- 2.6. **Timelines:** The applicant can apply for a suitable category of modes of testing based on his/her urgency for getting the UN Certificate. Details of the available modes of testing are given below:

A. **Normal Mode:**

The test certificate will be issued to the applicant **within 7 working days** from the date of acceptance of the application, which includes payment, supporting documents, and submission of samples as per IMDG/ICAO Guidelines. An additional 28 days will be required for a narrow-mouth plastic container intended to be used for liquid for the stack load test.

  
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Director IIP

**B. Tatkal Mode:**

The test certificate will be issued to the applicant **within 3 working days** from the date of acceptance of the application, which includes payment, supporting documents, and submission of samples as per IMDG/ICAO Guidelines. Tatkal mode is not applicable for a narrow-mouth plastic container intended to be used for liquid.

**3.3 Online Booking of Sample & Undertaking by the Applicant and the Exporter**

- i. The applicant will be required to login using the link and the login credentials provided by IIP. Further, the applicant has to fill the application form by using their username and password. The format for filling the online application form is attached as **Annexure-I**.
- ii. While filling the form, the applicant will have to ensure that all required details, including packaging specifications, sample contents, details of the exporter, and export mode (AIR/ SEA/ AIR & SEA), etc., are mentioned appropriately.
- iii. The applicant will also ensure that all the required documents i.e, undertaking form by the applicant and exporter (**Annexure II & IIA**) & compatibility certificate (**Annexure III**) duly signed by an authorized signatory of the exporter on company letterhead, valid ISO certificate & MSDS of each chemical, have been attached.
- iv. On successful submission of the application, a **Booking Number** will be generated by LIMS and the same is to be used for further correspondence.

**3.4. Submission of Sample**

- Applicant will then send the physical samples of the packages to be tested in appropriate quantity as mentioned in the respective International Standards for export of dangerous goods by SEA or AIR i.e. IMDG or ICAO, having details of the Booking Number clearly labelled on each package of the sample to the respective IIP HO/ Regional Offices.

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**3.5. Issuance of Proforma Invoice and payment**

- i. Based on the parameters selected by the applicant while submitting the online form, the IIP will share the Proforma Invoice detailing testing charges and payment details.
- ii. The applicant will then make the payment through the online mode by using the payment methods shared along with the proforma invoice. After payment, the applicant may share the proof of payment by email on the respective HO & Regional offices' email IDs, citing the Booking Number (please refer to clause 3.1(i)).



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Director IIP



### 3.6. Verification and Acknowledgment of Sample Receipt

Upon receipt of the sample from the applicant, IIP will:

- i. Verify the Booking Number, physical condition of the sample(s), payment and supporting documents. In case of any insufficient information and issues like physical conditions of the sample are not acceptable, the IIP will intimate the same to the applicant by mail. In such cases, the applicant needs to submit the required information and/or fresh samples for the testing.
  - ii. On receipt of sufficient information and samples, IIP will send an acknowledgement of the acceptance of the samples to the applicant on the registered mobile number and email ID.
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### 3.7. Sample Registration and Job Card Assignment

- The sample received as per the above procedure will be registered in the **LIMS** followed by the generation of a Job Code which will be assigned to the relevant laboratory for testing.
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### 3.8. Laboratory Testing

- The assigned laboratory will conduct all applicable tests as per the International Standards and the test results to be uploaded in the LIMS within the timeline.
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### 3.9. Review, Authorization, and Authentication

The test results need to undergo:

- **Review** for completeness and compliance.
- **Authorization** and **authentication** by designated laboratory authorities.

If the packaging complies with UN testing criteria, the **UN marking** will be generated as per the data submitted by the applicant during the filling of the application form and in accordance with the guidelines mentioned in the International Standards for the export of Dangerous Goods by AIR and SEA.

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**R. K. Mishra**  
Director IIP

### 3.10. Report and Invoice Generation

- i. After **authorization** and **authentication** of test results the **test report and certificate will be generated**.
  - ii. The generated test report and certificate will then be sent to the **Accounts Department** for generation of tax invoice.
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### 3.11. Dispatch of Certificate and Tax Invoice

- IIP will send the final UN Certificate, test report, and tax invoice through LIMS to the applicant.
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### 3.12. Sample Retention and Disposal

Post-certification, IIP retains the sample for one month. Upon completion of the retention period of one month, the sample is either **returned to the applicant (if requested by the applicant)** or **disposed of** by IIP as per procedure.

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## 3. Responsibilities

- i. **Applicant:** Submission of accurate data, timely payment, submission of the required samples and maintaining the same quality and specification of the packaging materials throughout the period of the validity of the certificate.
- ii. **IIP:** End-to-end testing, certification, communication, and sample handling as per standards and Intermediate Check(s).

## 4. Intermediate Check

- The applicant availing the UN certificate for a validity period of three and four years will undergo the intermediate checks by IIP within three months of the completion of two years validity period from the date of issuance of the certificate.
- The intermediate check(s) may be conducted by IIP at any point of time in case any complaint is received regarding the misuse of the Certificate by the applicant.

  
**R. K. Mishra**  
Director IIP

- In case any non-compliance or violation of any norms/regulations is observed during the intermediate check(s), IIP has the right to cancel the validity of the UN Certificate. Information in this respect will be intimated to the competent authorities of DGCA and DG Shipping, as applicable.
- In case there is any change in packaging material for export of dangerous goods in terms of quality and specification, the applicant will submit fresh samples for conducting a fresh test and issuance of a fresh UN certification by IIP.

**5. Testing Charges**

The detailed testing charges for Normal mode, Tatkal mode, Combined UN Certificate for Normal Mode and Combined UN Certificate for Tatkal mode are enclosed as **Annexure IV, V, VI and VII** respectively.

**6. The following enclosures are to be uploaded at the time of filling the online application by the Applicant (Manufacturer) and Exporter:**

1. Undertaking by the Manufacturer and Exporter as per Annexure – II and II A.
2. Compatibility Certificate as per Annexure-III.
3. MSDS of each chemical.
4. ISO 9001:2015 Certificate, if applicable.



**R. K. Mishra**  
Director IIP



## Title: Format for Filling online application for UN Certification

1	Customer Type: (Member/Non-Member)	
2.	Customer Name: Packaging Material Manufacturer	
	Address	
	Contact Person	
	Mobile Number	
	Email ID	
	Alternate Email ID	
3	Mode of UN Certificate (Normal/Tatkal)	
4	Payment Details (UTR. No.)	
	Amount	
	Payment Date	
5	Name of the Exporter/Shipper	
	Address of the Exporter	
6	Company Type (ISO/Non ISO)	
7	Packaging Material Type (Select as applicable)	
8	Mode of Export (Sea/Air/Combine)	
9	Chemical Type (Physical state) (Solid/Liquid/Gas)	
10	Proper Shipping Name of Dangerous Goods to be Exported (applicable only to general categories)	
11	Product Name	
12	UN Number	
13	Severity (X, Y, Z)	
14	Packaging Group (I, II & III)	
15	Packaging Instruction for Air as per ICAO Technical Instructions	
16	Packaging Instruction for Sea as per IMDG Code	
17	Gross weight of each Package	
18	Bulk Density of the Product (g/cc) (applicable to solid products)	
19	Density of the product in g/cc (applicable to liquid Products)	
20	Vapour pressure at 55°C (kPa) (applicable to liquid products)	
21	Safe Working Load (kg) (for IBC/FIBC)	
22	Stack Load (kg) (for IBC/FIBC)	
23	Condition of IBC (Fresh/Reconstituted)	
24	Quantity of Sample	
25	Date of Manufacture	
26	Sample Description	
27	Dimensions of the Package (As applicable)	
28	Material Safety Data Sheet	Upload
29	Compatibility Certificate	Upload
30	Any other related document	Upload
31	Declaration by the Manufacturer of Packaging Material	Upload
32	Declaration by the Exporter	Upload
32	Valid ISO 9001 certificate	Upload
33	MSDS of each Chemical (if applicable)	Upload

☐ I do hereby declare that the above information provided by us is true to best of our knowledge by undertake the no information has been surprised or hidden at any point of time.

Date:

Place:



**R. K. Mishra**  
Director IIP

**Name & Designation of Authorized  
Signatory with seal**

## **ANNEXURE – II**

### **UNDERTAKING TO BE SUBMITTED BY THE APPLICANT**

**(on the company letterhead)**

1. We have read, understood, and will abide by the SOP for getting the UN certificate from the Indian Institute of Packaging for the export of the packages manufactured by us.
2. We hereby declare that, during the validity period of UN certificate, we will use packaging materials of the same quality and specifications as those submitted to the Indian Institute of Packaging (IIP) for testing of the samples and issuance of the UN certificate.
3. We hereby permit an authorized official of the IIP to undertake an Intermediate inspection visit of our organization for the Inspection of Packaging materials for which UN certificate has been issued by IIP.
4. We undertake to maintain the quality of the packaging material, and we are fully aware that the IIP holds the authority to withdraw the certification granted if the quality submitted for certification is not maintained during any subsequent Intermediate Inspection.
5. We understand that the UN certificate issued by IIP does not take into account the compliance requirements of the chemicals with regard to the packaging material. Therefore, we take full responsibility to ensure that all products including Chemicals being shipped by us in the packaging material will comply with all the applicable rules and regulations outlined in the latest versions of IMDG Code (for Sea Transport) and the ICAO Technical Instructions / IATA DGR Manual (for Air Transport).
6. We are aware that after the issuance of UN certificate for the submitted samples by the manufacturer, the certificate will not be modified in any respect. For any such modification, a fresh sample is required to be submitted for a fresh certificate.
7. We acknowledge that the IIP possess full authority to cancel the issued UN certificate if there is any non-compliance towards the packaging materials with the defined applicable rules of IMDG Code (for Sea Transport) and the ICAO Technical Instructions / IATA DGR Manual (for Air Transport) or if any violation is noticed.

☐ We have read and understood all seven clauses mentioned above and declared to abide by the above provisions.

Date:

Place:

**Name & Designation of  
Authorized Signatory  
with seal**



**R. K. Mishra**  
Director IIP



## **ANNEXURE – II A**

### **UNDERTAKING TO BE SUBMITTED BY THE EXPORTER**

**(on the company letterhead)**

1. We have read, understood, and will abide by the SOP for getting the UN certificate from the Indian Institute of Packaging for the export of the packages manufactured by us.
  2. We hereby declare that, during the validity period of UN certificate, we will use packaging materials of the same quality and specifications as those submitted to the Indian Institute of Packaging (IIP) for testing of the samples and issuance of the UN certificate.
  3. We hereby permit an authorized official of the IIP to undertake an Intermediate inspection visit of our organization for the Inspection of Packaging materials for which UN certificate has been issued by IIP.
  4. We understand that the UN certificate issued by IIP does not take into account the compliance requirements of the chemicals with regard to the packaging material. Therefore, we take full responsibility to ensure that all products including Chemicals being shipped by us in the packaging material will comply with all the applicable rules and regulations outlined in the latest versions of IMDG Code (for Sea Transport) and the ICAO Technical Instructions / IATA DGR Manual (for Air Transport).
  5. We are aware that after the issuance of UN certificate for the submitted samples by the manufacturer, the certificate will not be modified in any respect. For any such modification, a fresh sample is required to be submitted for a fresh certificate.
  6. We acknowledge that the IIP possess full authority to cancel the issued UN certificate if there is any non-compliance towards the packaging materials with the defined applicable rules of IMDG Code (for Sea Transport) and the ICAO Technical Instructions / IATA DGR Manual (for Air Transport) or if any violation is noticed.
- ☐ We have read and understood all six clauses mentioned above and declared to abide by the above provisions.

Date:

Place:

**Name & Designation of  
Authorized Signatory  
with seal**



**R. K. Mishra**  
Director IIP



**ANNEXURE - III**

**Compatibility Certificate**

**(to be submitted by the Exporter on the company letterhead)**

I/We, M/s \_\_\_\_\_ certify that the below-listed chemicals are compatible  
with the packaging Material(s) \_\_\_\_\_ which are being  
submitted for UN Certificate by the Manufacturer M/s. \_\_\_\_\_.

Sr. no.	UN NO.	Proper Shipping Name	Product Name	Packing Group	Class	For Liquids, density of the product/For solids, Gross weight of the product to be mentioned	Marine Pollutant applicable for Sea transport only (Yes/No)

Date:

Place:

**Name & Designation of  
Authorized Signatory  
with seal**

  
**R. K. Mishra**  
Director IIP

## I/P Testing Charges for Normal Mode for testing of Packaging Material for Air or Sea

Annexure-IV

Testing & Certification Charges for Packaging Material Manufacturer/Applicant for UN certificate with revised validity for Normal Mode					
Type of Packaging Material	Non ISO 9001:2015	ISO 9001:2015 Certificate			
	9-Months Validity	12-Months Validity	24-Months Validity	36-Months Validity	48-Months Validity
Metal Drum	₹ 21,000	₹ 21,000	₹ 39,900	₹ 58,275	₹ 75,600
Plastic Drum	₹ 24,500	₹ 24,500	₹ 46,550	₹ 67,988	₹ 88,200
Composite Drum	₹ 27,500	₹ 27,500	₹ 52,250	₹ 76,313	₹ 99,000
CFB Box / Fibre Board Drum	₹ 20,000	₹ 20,000	₹ 38,000	₹ 55,500	₹ 72,000
CFB with Plastic Container	₹ 26,000	₹ 26,000	₹ 49,400	₹ 72,150	₹ 93,600
Paper Bag (Multiwall)	₹ 20,000	₹ 20,000	₹ 38,000	₹ 55,500	₹ 72,000
Plastic Bags	₹ 20,500	₹ 20,500	₹ 38,950	₹ 56,888	₹ 73,800
Woven Bags	₹ 21,500	₹ 21,500	₹ 40,850	₹ 59,663	₹ 77,400
Wooden Boxes	₹ 18,500	₹ 18,500	₹ 35,150	₹ 51,338	₹ 66,600
FIBC / IBC	₹ 29,000	₹ 29,000	₹ 55,100	₹ 80,475	₹ 104,400
Additional Exporter Charges	₹ 10,000	₹ 10,000	₹ 12,500	₹ 15,000	₹ 17,500
Additional Group Charges	₹ 7,000	₹ 7,000	₹ 7,000	₹ 7,000	₹ 7,000
Physical Imported Samples Received in IIP	Charges will be 2.5 times of the Basic Price as per above table for specific category, as applicable.				
Site visit Testing Charges	A- Other Materials - ₹ 7,000				
	B- Cylinder - ₹ 10,000				

**Note:**

**A. Taxes: 18% GST will be Extra**

**B. A discount of 15% applies to Life Members & 10% to Ordinary Members of IIP**

**C. For Intermediate Checks, in case the applicant has applied for UN Certificate for a validity period of 3 or 4 years, an amount of Rs. 15000 plus 18% GST will be charged extra. In addition, the applicant has to bear the travel and accommodation charges for the IIP officers.**

**D. Charges for Tatkal mode of testing are 1.5 times of normal testing charges as per Annexure IV.**

  
**R. K. Mishra**  
Director IIP

### IIP Testing Charges for Combined - Certificate for Air or Sea transport -Normal Mode

Annexure-V

Testing & Certification Charges for Packaging Material Manufacturer for UN certificate with revised validity for Normal Mode for Combined UN Certificate (Both AIR and SEA)					
Type of Packaging Material	Non ISO 9001:2015	ISO 9001:2015 Certificate			
	9-Months Validity	12-Months Validity	24-Months Validity	36-Months Validity	48-Months Validity
Metal Drum	₹ 31,500	₹ 31,500	₹ 59,850	₹ 87,413	₹ 1,13,400
Plastic Drum	₹ 36,750	₹ 36,750	₹ 69,825	₹ 1,01,982	₹ 1,32,300
Composite Drum	₹ 41,250	₹ 41,250	₹ 78,375	₹ 1,14,470	₹ 1,48,500
CFB Box / Fibre Board Drum	₹ 30,000	₹ 30,000	₹ 57,000	₹ 83,250	₹ 1,08,000
CFB with Plastic Container	₹ 39,000	₹ 39,000	₹ 74,100	₹ 1,08,225	₹ 1,40,400
Paper Bag (Multiwall)	₹ 30,000	₹ 30,000	₹ 57,000	₹ 83,250	₹ 1,08,000
Plastic Bags	₹ 30,750	₹ 30,750	₹ 58,425	₹ 85,332	₹ 1,10,700
Woven Bags	₹ 32,250	₹ 32,250	₹ 61,275	₹ 89,495	₹ 1,16,100
Wooden Boxes	₹ 27,750	₹ 27,750	₹ 52,725	₹ 77,007	₹ 99,900
FIBC / IBC	₹ 43,500	₹ 43,500	₹ 82,650	₹ 1,20,713	₹ 1,56,600
Additional Exporter Charges	₹ 10000	₹ 10000	₹ 12,313	₹ 14,850	₹ 17,253
Additional Group Charges	₹ 7000	₹ 7000	₹ 7000	₹ 7000	₹ 7000
Physical Imported Samples Received in IIP	Charges will be 2 times of the Basic Price as per above table for specific category, as applicable.				
Site visit Testing Charges	A- Other Materials - ₹ 7,000				
	B- Cylinder - ₹ 10,000				

**Note:**

**A. Taxes: 18% GST will be Extra**

**B. A discount of 15% applies to Life Members & 10% to Ordinary Members of IIP**

**C. For Intermediate Checks, in case the applicant has applied for UN Certificate for a validity period of 3 or 4 years, an amount of Rs. 15000 plus 18% GST will be charged extra. In addition, the applicant has to bear the travel and accommodation charges for the IIP officers.**

**D. Charges for Tatkal mode of testing are 1.5 times of normal testing charges as per Annexure V.**

  
**R. K. Mishra**  
Director IIP