

**Appendix A - Template for Accompanying Lithium Battery Document**

## Document Template

Reference Number (optional): \_\_\_\_\_

**WARNING:** LITHIUM BATTERIES THAT HAVE BEEN RECALLED BY THE MANUFACTURER FOR SAFETY REASONS **MUST NOT** BE SHIPPED BY AIR.

Terminology:

- Cell – *electrochemical unit, consisting of an anode and a cathode, capable of generating electrical current*
- Battery – *assembly of cells*
- Lithium ion cells/batteries – *rechargeable – includes lithium polymer cells/batteries*
- Lithium metal cells/batteries – *generally non-rechargeable*

This package contains lithium cells or batteries in the following configuration (check applicable):

<b>Lithium Ion - <i>Maximum of</i></b>	<b>Lithium Metal – <i>Maximum of</i></b>
<ul style="list-style-type: none"> <li>• <b>20 Watt-hours per cell; and</b></li> <li>• <b>100 Watt-hours per battery</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>1 gram of lithium metal per cell; and</b></li> <li>• <b>2 grams of lithium per battery</b></li> </ul>
<input type="checkbox"/> <b>Cells or batteries <u>only</u> (ICAO/IATA Packing Instruction 965, Section II) – <i>Cells or batteries in a package, without electronic equipment</i></b> <b>Package Limit:</b> ≤2.7 Wh = 2.5 kg; <u>or</u> >2.7 Wh but ≤ 20 Wh = 8 cells; <u>or</u> >2.7 Wh but ≤ 100 Wh = 2 batteries	<input type="checkbox"/> <b>Cells or batteries <u>only</u> (ICAO/IATA Packing Instruction 968, Section II) – <i>Cells or batteries in a package, without electronic equipment</i></b> <b>Package Limit:</b> ≤0.3 g = 2.5 kg; <u>or</u> >0.3 g but ≤ 1 g = 8 cells; <u>or</u> >0.3 g but ≤ 2 g = 2 batteries
<input type="checkbox"/> <b>Cells or batteries <u>only</u> (ICAO/IATA Packing Instruction 965, Section IB) – <i>Cells or batteries in a package, without electronic equipment</i></b>	<input type="checkbox"/> <b>Cells or batteries <u>only</u> (ICAO/IATA Packing Instruction 968, Section IB) – <i>Cells or batteries in a package, without electronic equipment</i></b>
<input type="checkbox"/> <b>Packed <u>with equipment</u> (ICAO/IATA Packing Instruction 966, Section II) – <i>Cells or batteries contained in a package with associated electronic equipment</i></b>	<input type="checkbox"/> <b>Packed <u>with equipment</u> (ICAO/IATA Packing Instruction 969, Section II) – <i>Cells or batteries contained in a package with associated battery-powered equipment – with the batteries not installed in the equipment</i></b>
<input type="checkbox"/> <b>Contained <u>in equipment</u> (ICAO/IATA Packing Instruction 967, Section II) – <i>Cells or batteries installed in equipment</i></b>	<input type="checkbox"/> <b>Contained <u>in equipment</u> (ICAO/IATA Packing Instruction 970, Section II) – <i>Cells or batteries installed in equipment</i></b>

- This package must be handled with care. A flammability hazard exists if the package is damaged.
- If this package is damaged in transportation, it must not be loaded until the condition of the contents can be verified. The batteries contained in this package must be inspected for damage and may only be repacked if they are intact and protected against short circuits.
- For more information about the batteries contained in this package, call the following telephone number:

\_\_\_\_\_

List telephone number here, including area code and any applicable country code

Name/Address of shipper:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_