

## AIRBAG MODULE CORE RETURN PROCESS

### DEALER PART RETURN INSTRUCTIONS AND SHIPPING DOCUMENTATION

Parts used under safety recall 18S34 have a core charge and will be identified as such with the yellow core label on the packaging. The Regional Core Recover Center (RCRC), including dealers in Alaska and Hawaii, will pick up these airbag inflators along with all other core returns during your normal core retrieval visit.

### THE AIRBAG INFLATOR REMOVED FROM THE VEHICLE MUST BE RETURNED IN THE NEW REPLACEMENT INFLATOR PACKAGING.

- Ensure that you have processes in place to safeguard the packaging.
- The Dealer provided Haz-Mat Materials must also be returned in the packaging.
- RCRCs will not accept any airbag inflators without correct packaging or Haz-Mat documentation.
- The new replacement service part packaging is certified with the appropriate DOT marks and labels.
- Ensure that all marks and labels are present prior to tendering to the RCRC for core credit.

### Airbag Inflator Haz-Mat Return Instructions

Print and provide both of the following completed documents to the RCRC driver:

1. Hazardous Materials Shipping Document (Page 2)
  - a. In the box titled Shipper, enter your dealership name and address.
  - b. In the box titled Receiver, enter the address of your Regional Core Recovery Center.  
**NOTE:** Page 4 contains a list of RCRC locations. If you are unsure of which RCRC location serves your dealership, please consult the RCRC driver.
  - c. In the box titled **Number/Type of Package**, enter the number of boxed airbag inflators.
  - d. In the box titled **Weight**, enter the total shipment weight of all boxed airbag inflators.
  - e. At the bottom of the Hazardous Materials Shipping Document, complete the Shipper's Certification.
2. North American Emergency Response Guide 171 (Page 3)

**HAZARDOUS MATERIALS SHIPPING DOCUMENT – GROUND TRANSPORTATION**

SHIPPER	RECEIVER
Dealership Name:	Ford Motor Company
	Regional Core Recovery Center
Address:	Address:
Phone:	Phone:
<b>24-HOUR EMERGENCY CONTACT: INFOTRAC 1-800-535-5053 (Domestic) 1-352-323-3500 (International)</b>	

**General Instructions:** Pursuant to 49 CFR each person who offers a hazardous material for transportation shall perform the following pre-transportation functions: (1) Determine the hazard class of the material (2) Select authorized hazmat packaging (3) Fill hazmat packaging (4) Properly close hazmat packaging (5) Properly mark the package (6) Properly label the package (7) Prepare shipping document (8) Provide and maintain emergency response information (9) Review shipping paper to verify compliance to 49 CFR (10) Sign shipping document to certify shipment is in conformance to 49 CFR (11) Load hazardous material in transport vehicle (12) Segregate hazardous material from incompatible cargo (13) Select, provide or affix placards to transport vehicle to indicate that it holds hazardous materials.

Also, pursuant to 49 CFR an employer must ensure any employee performing any function affecting the transport of hazardous materials must be appropriately trained for the function the employee performs and must be retrained every thirty-six months.

DOT Shipping Description		
Number/Type of Package	UN Number, Proper Shipping Name, Hazard Class, Packing Group	Weight
<b>Box(es)</b>	<b>UN3268, Safety Devices, Class 9</b>	<b>Lbs.</b>

**Shipper’s Certification (49 CFR 172.204):** This is to certify that the above named materials are properly classified, described, packaged, marked and labeled and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.

**NAME:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

<b>GUIDE</b> <b>171</b> <b>SUBSTANCES (LOW TO MODERATE HAZARD)</b> <b>ERG2012</b>	<b>GUIDE</b> <b>171</b> <b>SUBSTANCES (LOW TO MODERATE HAZARD)</b> <b>ERG2012</b>
<p style="text-align: center;"><b>EMERGENCY RESPONSE</b></p> <p><b>FIRE</b></p> <p><b>Small Fire</b></p> <ul style="list-style-type: none"> <li>• Dry chemical, CO<sub>2</sub>, water spray or regular foam.</li> </ul> <p><b>Large Fire</b></p> <ul style="list-style-type: none"> <li>• Water spray, fog or regular foam.</li> <li>• Do not scatter spilled material with high pressure water streams.</li> <li>• Move containers from fire area if you can do it without risk.</li> <li>• Dike fire-control water for later disposal.</li> </ul> <p><b>Fire Involving Tanks</b></p> <ul style="list-style-type: none"> <li>• Cool containers with flooding quantities of water until well after fire is out.</li> <li>• Withdraw immediately in case of rising sound from venting safety devices or discoloration of tank.</li> <li>• ALWAYS stay away from tanks engulfed in fire.</li> </ul>	<p style="text-align: center;"><b>POTENTIAL HAZARDS</b></p> <p><b>FIRE OR EXPLOSION</b></p> <ul style="list-style-type: none"> <li>• Some may burn but none ignite readily.</li> <li>• Containers may explode when heated.</li> <li>• Some may be transported hot.</li> </ul> <p><b>HEALTH</b></p> <ul style="list-style-type: none"> <li>• Inhalation of material may be harmful.</li> <li>• Contact may cause burns to skin and eyes.</li> <li>• Inhalation of Asbestos dust may have a damaging effect on the lungs.</li> <li>• Fire may produce irritating, corrosive and/or toxic gases.</li> <li>• Some liquids produce vapors that may cause dizziness or suffocation.</li> <li>• Runoff from fire control may cause pollution.</li> </ul> <p style="text-align: center;"><b>PUBLIC SAFETY</b></p> <ul style="list-style-type: none"> <li>• <b>CALL EMERGENCY RESPONSE Telephone Number on Shipping Paper first. If Shipping Paper not available or no answer, refer to appropriate telephone number listed on the inside back cover.</b></li> <li>• As an immediate precautionary measure, isolate spill or leak area in all directions for at least 50 meters (150 feet) for liquids and at least 25 meters (75 feet) for solids.</li> <li>• Keep unauthorized personnel away.</li> <li>• Stay upwind.</li> </ul>
<p><b>SPILL OR LEAK</b></p> <ul style="list-style-type: none"> <li>• Do not touch or walk through spilled material.</li> <li>• Stop leak if you can do it without risk.</li> <li>• Prevent dust cloud.</li> <li>• Avoid inhalation of asbestos dust.</li> </ul> <p><b>Small Dry Spill</b></p> <ul style="list-style-type: none"> <li>• With clean shovel place material into clean, dry container and cover loosely; move containers from spill area.</li> </ul> <p><b>Small Spill</b></p> <ul style="list-style-type: none"> <li>• Take up with sand or other non-combustible absorbent material and place into containers for later disposal.</li> </ul> <p><b>Large Spill</b></p> <ul style="list-style-type: none"> <li>• Dike far ahead of liquid spill for later disposal.</li> <li>• Cover powder spill with plastic sheet or tarp to minimize spreading.</li> <li>• Prevent entry into waterways, sewers, basements or confined areas.</li> </ul>	<p><b>PROTECTIVE CLOTHING</b></p> <ul style="list-style-type: none"> <li>• Wear positive pressure self-contained breathing apparatus (SCBA).</li> <li>• Structural firefighters' protective clothing will only provide limited protection.</li> </ul> <p><b>EVACUATION</b></p> <p><b>Spill</b></p> <ul style="list-style-type: none"> <li>• See Table 1 - Initial Isolation and Protective Action Distances for highlighted materials. For non-highlighted materials, increase, in the downwind direction, as necessary, the isolation distance shown under "PUBLIC SAFETY".</li> </ul> <p><b>Fire</b></p> <ul style="list-style-type: none"> <li>• If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.</li> </ul>
<p><b>FIRST AID</b></p> <ul style="list-style-type: none"> <li>• Move victim to fresh air.</li> <li>• Call 911 or emergency medical service.</li> <li>• Give artificial respiration if victim is not breathing.</li> <li>• Administer oxygen if breathing is difficult.</li> <li>• Remove and isolate contaminated clothing and shoes.</li> <li>• In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes.</li> <li>• Ensure that medical personnel are aware of the material(s) involved and take precautions to protect themselves.</li> </ul>	<p style="text-align: center;"><b>PUBLIC SAFETY</b></p> <ul style="list-style-type: none"> <li>• <b>CALL EMERGENCY RESPONSE Telephone Number on Shipping Paper first. If Shipping Paper not available or no answer, refer to appropriate telephone number listed on the inside back cover.</b></li> <li>• As an immediate precautionary measure, isolate spill or leak area in all directions for at least 50 meters (150 feet) for liquids and at least 25 meters (75 feet) for solids.</li> <li>• Keep unauthorized personnel away.</li> <li>• Stay upwind.</li> </ul> <p><b>PROTECTIVE CLOTHING</b></p> <ul style="list-style-type: none"> <li>• Wear positive pressure self-contained breathing apparatus (SCBA).</li> <li>• Structural firefighters' protective clothing will only provide limited protection.</li> </ul> <p><b>EVACUATION</b></p> <p><b>Spill</b></p> <ul style="list-style-type: none"> <li>• See Table 1 - Initial Isolation and Protective Action Distances for highlighted materials. For non-highlighted materials, increase, in the downwind direction, as necessary, the isolation distance shown under "PUBLIC SAFETY".</li> </ul> <p><b>Fire</b></p> <ul style="list-style-type: none"> <li>• If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.</li> </ul>

<b>RCRC Locations</b>					
<b>RCRC CODE</b>	<b>Parent</b>	<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
00708	HPD	2511 Lovi Rd B/L 3/3A	FREEDOM	PA	15042
01183	HPD	20501 PENNSYLVANIA ROAD STE 140	BROWNSTOWN	MI	48192
01326	HPD	9040 BURROUGH DOVER LANE	PENNSAUKEN	NJ	08110
01615	AER	144 MAKAALA ST	HILO	HI	96720
01728	AER	1123 Buffalo Run	Missouri City	TX	77489
01729	AER	5915 CORRIDOR PARKWAY	SCHERTZ	TX	78154
02276	AER	4300 Round Lake Rd. W. Unit 200	ARDEN HILLS	MN	55112
02454	AER	1605 SURVEYOR BLVD.	CARROLLTON	TX	75006
03001	AER	8333 WASHINGTON PL NE Suite E	ALBUQUERQUE	NM	87113
03199	AER	7103 E. 47TH AVE. Dr.	DENVER	CO	80216
03956	FMP	300 Calais Dr STE #1	ANCHORAGE	AK	99503
04861	AER	5503 F ST	OMAHA	NE	68117
05399	FJ	1002 South 56th Ave	PHOENIX	AZ	85043
05495	AER	4161 DIXON AVE	DES MONIES	IA	50313
05514	HPD	3645 DEVELOPERS RD.	INDIANAPOLIS	IN	46227
06201	FJ	1040 S Rockefeller	Ontario	CA	91761
06583	AER	600 South Theresa Ave.	ST LOUIS	MO	63103
06586	FJ	11515 Granite St	CHARLOTTE	NC	28273
06615	HPD	8242 SANDY COURT	JESSUP	MD	20794
06952	FJ	7145 INDUSTRIAL	EL PASO	TX	79915
06953	FJ	550 Gills Drive	ORLANDO	FL	32824
06954	FJ	5286 Georgia Hwy 85, Suite 200	FOREST PARK	GA	30297
06955	FJ	545 Ford Avenue	JACKSON	MS	39209
06959	FJ	6200 SW 29th Ste A	OKLAHOMA CITY	OK	73179
07089	FJ	4304 Eubank Road	RICHMOND	VA	23231
07748	AER	1049 KIKOWAENA PLACE	HONOLULU	HI	96819
07953	AER	231 PAPA ST.	KAHULUI	HI	96732
08263	AER	11 Chapin Road, Unit A	PINE BROOK	NJ	07058
08453	AER	18637 72nd Ave S	KENT	WA	98032
08454	AER	5220 N. E. 152ND PLACE	PORTLAND	OR	97230
08587	AER	2999 MILLER STREET	SAN LEANDRO	CA	94577
08731	AER	8250 NE Underground Dr. Pillar 153	KANSAS CITY	MO	64161
08858	AER	2233 S. 1800 WEST	WEST VALLEY	UT	84119
09001	AER	3311 CORPORATE DR	JOLIET	IL	60431
09121	HPD	444 WHITNEY ST	NORTHBOROUGH	MA	01532
09252	HPD	1901 LEMOYNE AVE.	SYRACUSE	NY	13208