

## SHIPMENT OF BIOLOGICAL MATERIAL

*Please, be aware that some procedures will take time, therefore contact the persons indicated in advance, before the shipment.*

**biological  
material of  
human origin**

Do you have the  
authorization for  
distributing the samples  
(EC\*/MTA\*)?  
Do you need advice?

Contact  
MGU or VCE

After having  
obtained the  
authorization

Prepare the  
Mailing Order\* with  
HS\* codes and  
collect signatures

Contact  
GOR or SMA

**biological  
material**

Verify that you  
have the proper  
MTA\* in place

Prepare the  
Mailing Order with  
HS\* code and  
collect signatures

Contact  
GOR or SMA

\*  
Mailing order (see IRB website: "Inside" for the latest version)  
EC: Ethical Committee  
MTA: Material Transfer Agreement (see IRB website: "Inside")  
HS: Tariff number of the Harmonised System (see IRB website: "Inside")

MGU → Mariagrazia Uguccioni - Human Subjects Research Officer  
VCE → Valentina Cecchinato - Human Subjects Research Officer  
GOR → Gabriella Orlando  
SMA → Sara Maffei