**Appendix C: Equipment Decontamination Form**

To be completed when disposing/transferring equipment which have been used with hazardous substances.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Details of equipment** | | | |  | |
| **Serial number** | | | |  | |
| **Asset number (if applicable)** | | | |  | |
| **Faculty/Department/Tenant** | | | |  | |
| **Usual location (building name and room number)** | | | |  | |
| **Hazardous substances in contact with the equipment:** | | | **Details** | | |
|  | Biological | Yes  No |  | | |
| Chemical | Yes  No |  | | |
| Radiation | Yes  No |  | | |
| **Method of decontamination :** | | | | | |
|  |  | | | | |
| **Declaration:** | | | | | |
|  | Equipment has been completely decontaminated?  Yes  No | | | | |
| Complete decontamination of some aspects of the fabric, services or fixtures cannot be practicably achieved and some residual contamination may remain  Yes  No | | | | |
| Detail aspects and nature of residual contamination: | | |  | |
| **Decontamination carried out by (name)** | | | | **On (date)** | **Signature** |
|  | | | |  |  |