**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** |
|  |  |  |