

Laboratory Equipment Clearance Form

Equipment that has been used with hazardous materials must be decontaminated before it can be discarded, moved, repaired, or recycled.

Directions: Contact RAEHS at 210-784-2822 if you have any questions about decontaminating your equipment.

Complete this form and return to RAEHS via email (vpantusa@tamusa.edu). RAEHS will review the form and return the signed form to you. Post the signed copy of the form on the decontaminated equipment and save an additional copy for your records.

EQUIPMENT LOCATION AND TYPE		
Building and Room #		Equipment Description
Manufacturer & Model #	Serial Number	A&M-SA Equipment Tag# (if applicable)
EQUIPMENT DISPOSITION AND HAZARDOUS MATERIALS USAGE		
This equipment is being:		
<input type="checkbox"/> Discarded <input type="checkbox"/> Repaired <input type="checkbox"/> Relocated <input type="checkbox"/> Returned <input type="checkbox"/> Other (specify): _____		
If this is being discarded, indicate how it will be disposed of:		Indicate who will be processing this equipment:
This equipment:		
<input type="checkbox"/> Has never been used with chemical or biological agents. NOTE: Equipment must still be cleaned with detergent solution. Date cleaned: _____		
<input type="checkbox"/> Has been used with the following materials: <input type="checkbox"/> Chemical <input type="checkbox"/> Biological		
EQUIPMENT DECONTAMINATION PROCESS AND PERSONNEL		
This equipment has been cleaned with (describe the process/cleaning agent used):		
Name of Person Performing the Cleaning		Title
Signature		Date
EQUIPMENT OWNER REVIEW AND APPROVAL		
Name of PI or Department Administrator	Signature	Department Name
RAEHS REVIEW (FOR RAEHS USE ONLY)		
Visual signs of contamination? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Comments		
RAEHS Reviewer Name	Signature	Date