

# Certificate of Decontamination

BLD Science Ph: (866) 552-1531 Fax: (919) 661-8039  
1000 Management Way Garner NC 27529



Company Name \_\_\_\_\_ Telephone # \_\_\_\_\_  
Contact Name \_\_\_\_\_ Fax # \_\_\_\_\_  
Barcode/Catalog # of Equipment \_\_\_\_\_ RMA# \_\_\_\_\_  
Description of the Equipment \_\_\_\_\_  
\_\_\_\_\_

**This equipment:**

has never been used with radioactive, chemical, or biological agents  
Note: If installed in lab, unit must still be cleaned with detergent solution.

has been used with the following materials:

Chemical Agents (List high risk chemicals used.)

\_\_\_\_\_  
\_\_\_\_\_

Biological Agents (List agents used.)

\_\_\_\_\_  
\_\_\_\_\_

Radioactive Materials (List Radioactive materials used.)

\_\_\_\_\_  
\_\_\_\_\_

**The above named equipment has been cleaned with:**

\_\_\_\_\_  
\_\_\_\_\_

(Decontamination method and agent used.)

\_\_\_\_\_  
Signature ( Responsible Faculty Member ):

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Title:

\_\_\_\_\_  
Department:

\_\_\_\_\_  
Authorized Safety Officer's Name (print):

\_\_\_\_\_  
Authorized Safety Officer's Signature:

**Please Fax Completed Form to 919-661-8039**

## **INSTRUCTIONS FOR COMPLETING DECONTAMINATION FORM**

- 1) This form should be used to clear all lab equipment that has the potential for contamination, e.g., chemical storage cabinets, fume hoods, refrigerators, centrifuges, ovens, countertops, and incubators. Remove everything from equipment that is to be returned. NOTE: If after return the equipment has been identified as cleaned and Service Tech finds spilled chemicals or other forms of contamination in or on the equipment, any repair work or credit will not be performed and an investigation will be conducted as to why the information is not correct.
- 2) If the equipment is being returned for credit: remove all safety related, hazard warning and inspection stickers from the equipment except for "radioactive" stickers.
- 3) Identify the equipment by providing the Barcode/Catalog # and or RMA# and a short description of the equipment.
- 4) Check the appropriate box indicating whether or not the equipment has been used with radioactive materials, chemicals or biological agents. List any hazardous materials used under the appropriate section.
- 5) For usage with chemical or biological agents, list the name of the chemicals (especially chemicals which would leave hazardous residue, e.g., mercury, other metals, or other non volatile chemicals) or biological agents and clean with the appropriate solution. Document the cleaning solution and method used. If a variety of typical chemicals were used, fill in "normal chemical use".
- 6) If the equipment was not used with chemical, biological and/or radioactive materials and was installed into a lab, the equipment must still be cleaned with a detergent solution.
- 7) For usage with radioactive materials, list the radioisotope(s) used and clean with the appropriate cleaning solution and document. The equipment must also be wipe tested. If the equipment is determined to be free of radioactive contamination, this should be documented on the form. Remove all radioactive stickers from the unit when it has been cleared.
- 8) Fax completed form to BLD Science @ 1-919-661-8039. A copy of the decontamination form must also be attached to the outside of the container prior to shipping.