

RMA#: _____

EQUIPMENT DECONTAMINATION DECLARATION

PURPOSE: In accordance with U.S. Department of Transportation (DOT) regulations (49 CFR Parts 171-180) regarding the shipment of hazardous materials, all equipment must be completely decontaminated of chemical, biological, and radiological hazards prior to return.

INSTRUCTIONS: Complete this form, sign, then place it in a clear plastic pouch attached to the outside of the shipping container.

Note: Shipments arriving without this completed and signed Equipment Decontamination Declaration visible on the exterior will be refused and returned at the sender's expense.

1. EQUIPMENT INFORMATION

MODEL/PART NUMBER:		SERIAL NUMBER:	PERIPHERALS INCLUDED:	
			POWER CORD	OTHER, please specify:
1.	_____	_____	☐	☐ _____
2.	_____	_____	☐	☐ _____
3.	_____	_____	☐	☐ _____
4.	_____	_____	☐	☐ _____
5.	_____	_____	☐	☐ _____
6.	_____	_____	☐	☐ _____
7.	_____	_____	☐	☐ _____
8.	_____	_____	☐	☐ _____
9.	_____	_____	☐	☐ _____
10.	_____	_____	☐	☐ _____
11.	_____	_____	☐	☐ _____
12.	_____	_____	☐	☐ _____
13.	_____	_____	☐	☐ _____
14.	_____	_____	☐	☐ _____
15.	_____	_____	☐	☐ _____

2. CONTAMINATION HISTORY & USAGE

Please check all that apply to the environment or research applications in which the equipment was used:

- ☐ **Hazardous Chemicals** (e.g., solvents, acids, bases, carcinogens)
- ☐ **Biological Hazards** (e.g., bacteria, viruses, fungi, cell cultures, blood/body fluids, toxins)
- ☐ **Radiological Hazards** (e.g., isotopes, labeled compounds)
- ☐ **None** (e.g., brand new, unopened, or never exposed to hazardous substances)

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3. DECONTAMINATION METHOD

If any hazardous item was checked in the prior section, describe the specific decontamination protocols used (including specific chemical agent(s) or radiation clearance swipe data):

Note: Do not immerse electronic lab equipment (i.e., pumps) in fluid. Avoid spills or entry of fluid into the housing. Electronic equipment should not be autoclaved, gamma irradiated or exposed to EtO cycles.

☐ **None** (e.g., brand new, unopened, or never exposed to hazardous substances)

HAZARDOUS CHEMICAL TREATMENT:	BIOLOGICAL HAZARD TREATMENT:	RADIOLOGICAL CLEARANCE:
☐ Isopropyl alcohol (70%) ☐ Mild soap and water solution ☐ Other, please specify: _____	☐ Bleach (0.5% sodium hypochlorite) ☐ CIDEX® (0.55% ortho-phthalaldehyde) ☐ Hydrogen peroxide (3%) ☐ Sporidicin® (1.56% buffered phenol and 0.06% sodium) ☐ Other, please specify: _____	☐ Scintillation count (include isotope data)

4. AUTHORIZED LEGALLY BINDING DECLARATION

By signing below, I hereby certify that the equipment is safe for transport and handling in compliance with OSHA safety requirements. *

PRINTED NAME	TITLE	COMPANY
SIGNATURE		DATE

5. QUICK SHIPPING CHECKLIST

- ☐ Flush and clean all internal fluid paths, lines, or syringe mechanisms (if applicable).
- ☐ Clean and decontaminate exterior surfaces.
- ☐ Package the item(s) securely.
- ☐ Place this completed and signed Equipment Decontamination Declaration in a clear plastic pouch and affix it to the outside of the shipping box.

* Shipments will be refused and returned at the sender's expense if they arrive without a completed and signed Equipment Decontamination Declaration visible on the exterior.

For further assistance, please contact customer service at 1-800-443-4227 or orders@instechlabs.com.

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