

Reference : **Equipment disposal form** (One device or set of devices per receipt)

I Management

Disposed by (name) :	Date:
Approved by Manager (name) :	Signature:
Department / Institute:	

II Device

Registration nr. (or name) :	Part Of :
Brand :	Location :
Type :	Room :
Serial number :	Risk lab :

III Safety / Decontamination declaration

Before equipment can be disposed of, it must be free from any form of contamination in terms of radiation, biological agents, or hazardous substances. If the equipment is contaminated, decontamination is required. For further information, please contact IDEE or the respective expert (CRISP of General & Technical Services). **If the device comes from a risk lab (D-I, DM-I, DM-II, DM-III, ML-I, ML-II, ML-III, BSL3, ODG, PL-I or PC-I) then "Form 6 Releasing equipment " also be completed, possibly also signed by CRISP.**

Has device been cleaned / decontaminated ?

 No, *state why safety / decontamination declaration is not necessary (to be completed by a manager).*
 Yes, *briefly indicate how the cleaning / decontamination was carried out.*

Expert Approval (CRISP / FS)

Name

Signature

Date

 Local Radiation specialist

 Chemical Safety

 Environment & Sustainability Consultant,
General & Technical Services

IV Method of disposal

<input type="checkbox"/> Trade-in	
<input type="checkbox"/> Sales / external donation	Certificate of indemnification no. : Buyer / reciever :
<input type="checkbox"/> Sales / internal donation	Name of Manager : Managing entity :
<input type="checkbox"/> Via IDEE	

V Removed by (to be completed by IDEE)

<input type="checkbox"/> Device with ionising / non-ionising radiation	<input type="checkbox"/> No <input type="checkbox"/> Yes, Laser / X-ray tube decommissioned by IDEE (Name and Initials)	<input type="text"/>
<input type="checkbox"/> Facility Services, Property Management	Date General & Technical Services contacted: Location of device to be removed : Contact person for removal (name, phone No.):	
<input type="checkbox"/> Other	Date :	

For further information, please contact:

https://bs.idee.unimaas.nl/documents-instrument-services/Formulieren%20en%20Checklists/Apparatuurafvoerformulier_EN.pdf

Instrument Services on safety, registration and disposal

04-11-2021

General & Technical Services, Environment and Sustainability, Facility Services 82002