



NOTICE OF LABORATORY EQUIPMENT DECONTAMINATION

Guidelines: Scroll down to page 2.

Instructions: A laboratory employee knowledgeable of the hazardous materials used in the equipment/fume hood must complete this form and tape it to the equipment or to the face of the hood.

Contact _____	Phone _____
Department _____	Building / Room _____

EQUIPMENT

The following equipment was decontaminated according to guidelines provided by Environmental Health & Safety: (see reverse)

Type of Equipment _____

UW Tag Number (if applicable) _____

FUME HOODS

The following actions were taken to prepare the fume hood for maintenance or repair:

- All containers and apparatus removed from the interior and top of the fume hood. All residue cleaned from walls, floor, and sash of the fume hood. (Required for work on the interior of the fume hood, e.g., baffles, lights, or sash mechanism.)
- Stop all experiments in the hood. All containers in the hood capped or sealed. (Required for work on the duct work, fans, and exhaust stacks.)
- Obstructions have been removed from around the fume hood to allow access. (Required for work on the interior or outside of the fume hood.)

Fume Hood Cleaned	Mo.	Dy.	Yr.

NOTE:

The fume hood must not be used after cleaning until UW Facilities has completed the maintenance/repair work. If necessary to prevent its use, contact UW Facilities (upper campus 206.685.1411 or south campus 206.543.3010) to have the fume hood locked until maintenance or repair work is complete.

HAZARDS

To the best of my knowledge, the following hazardous materials are/were used in the equipment/fume hood:

- Biohazards (Germs) Hazardous Chemicals (Poisons/Toxics) Radioactive Materials Perchloric Acid

LAB PI/MANAGER SIGNATURE

I have prepared the equipment or fume hood and certify it is prepared for service, relocation, or surplus.

Name _____ Phone Number _____

Signature _____ Date _____



REQUIREMENTS FOR LABORATORY EQUIPMENT DECONTAMINATION

EQUIPMENT USED TO PROCESS OR STORE RADIOISOTOPES

A thorough radiation survey of all accessible surfaces must be performed with an appropriate instrument. If radioactive contamination is detected, the equipment must be cleaned with small amounts of warm detergent water to avoid splash. Blot dry with paper towels. Commercial radiation decontamination solutions containing chelating agents may be helpful. Resurvey to assure contamination has been removed to less than 100 counts per minute per 100 cm². If contamination persists or you have other questions, contact EH&S Radiation Safety at 206.543.0463.

EQUIPMENT USED TO PROCESS OR STORE CHEMICALS

Safely remove, drain, or discharge chemicals from the equipment. Collect the material for reuse or for hazardous waste disposal. If applicable, use an inert gas or liquid to purge or rinse out chemical residues. In some cases, rinsate will need to be disposed of as hazardous waste as well. Call EH&S Environmental Programs at 206.616.5835 with questions regarding hazardous waste disposal of chemical and/or rinsate.

Contaminated refrigerators, ovens and other equipment with non-permeable surfaces must be decontaminated by scrubbing with warm soapy water. Call EH&S Occupational Safety & Health at 206.543.7388, for more specific information about decontamination.

Before maintenance personnel work inside a fume hood, the fume hood user must remove all containers from the fume hood and thoroughly wash interior surfaces with warm, soapy water.

Fume Hood. When maintenance personnel must enter the inside of a fume hood the user must remove all containers and thoroughly wash the interior surfaces with warm, soapy water.

EQUIPMENT USED TO PROCESS OR STORE BIOLOGICAL MATERIAL

Remove biological material from the equipment. Clean the equipment with warm, soapy water and scrub as necessary. Sanitize with a 1:10 bleach solution. After 10 minutes contact time, rinse metal surfaces as bleach is corrosive. For biological safety cabinets, call EH&S Lab Safety at 206.685.3993 to schedule decontamination procedures.

If you have other biosafety questions, contact the EH&S Research & Occupational Safety at 206.221.7770.

RESOURCES	
Environmental Programs (chemical waste disposal, chemical recycling)	206.616.5835
Occupational Safety & Health (hazard communication)	206.543.7388
Radiation Safety	206.543.0463
Research & Occupational Safety (biological agents, biowaste disposal)	206.221.7770
Lab Safety (biological safety cabinets, chemical safety)	206.685.3993