



EQUIPMENT RELEASE FORM

When laboratory equipment leaves your lab for disposal or repair, you need to document that it is clean and free of chemical, biological or radioisotope residues and other hazardous agents. Use this form to declare that the equipment has been properly decontaminated, or that EHS has granted permission to move the equipment "AS IS". Attach this completed form to the equipment - MSU Surplus will NOT pick up equipment without this form attached.

If unable to decontaminate, DO NOT SEND THE UNIT. EHS must fill out green section below. Contact EHS at 517-355-0153 for consultation.

Date: _____ Room number and Building: _____

PI or Research Group: _____

Person Responsible: _____ Email: _____ Phone: _____

Description of equipment: _____

Destination: MSU Surplus Disposal Repair Transfer to another facility

Describe method of decontamination here: _____

The above listed equipment is free of contamination of chemical, biological, or radiological agents, mercury, asbestos or other hazardous agents and is safe to release to MSU Surplus for resale, transfer to another research laboratory, or out of the facility for repair.

Signature: _____ Date: _____

EHS USE ONLY - WHEN PERSONNEL UNABLE TO DECONTAMINATE

Contaminants identified or suspected: _____

Equipment is safe to repair Equipment safe to release for resale

No re-sale, discard only Do not send this equipment for repair

Signature of EHS Representative: _____ Date _____