

LABORATORY EQUIPMENT DISPOSAL FORM

Submit form to: Environmental Health and Safety (EH&S)
2408 Wanda Daley Drive / 3602
Email: ehsinfo@iastate.edu

Date: _____

A. Equipment Information

ISU # _____ Item Description _____ Item Location (Rm. & Bldg.) _____ Operable? ☐ Yes ☐ No ☐ Unknown

Releasing Department: _____ Principal Investigator: _____

Contact Person Information: _____
Name (Print) _____ Phone Number _____ Location _____

IMPORTANT: ALL EQUIPMENT MUST BE CLEANED PRIOR TO DISPOSAL. Cleaning procedures are dependent on the equipment's function. Select all that apply in Section B - perform and document appropriate cleaning procedures before submitting this form. If equipment did not use or contain any of the items listed, continue to Section C

B. Equipment has been used with or contained the following – select all that apply and list the relevant materials

☐ Asbestos or Lead

☐ Biological Agents

☐ High-risk Chemicals

☐ Mercury

☐ Radioactive Materials

Inspected by EH&S Radiation Safety: Signature _____ Date: _____

Appropriate cleaning procedure used (resources located below):

Describe procedure used: _____

Cleaning performed by: _____

Name (Print)

Date

Phone Number

☐ All hazards associated with this unit have been removed

Name/Signature of Dept. Representative: _____ Date: _____

☐ Unknown (Unaware if the equipment has been used with or contained any of the items listed above - unit must still be cleaned with detergent. (print name): _____ on (date): _____

C. Equipment has never been used with or contained any of the items listed in Section B.

Unit was cleaned with detergent by (print name): _____ on (date): _____

D. EH&S Review: _____

Name/Signature: _____ Date: _____ Phone: _____

Information about cleaning procedures can be found in the following resources:

Biological Agents: [Biosafety Manual, Section E. Disposal and Disinfection](#)

Radioactive Materials: [Radiation Safety Manual, Section M., Emergency and Decontamination Procedures](#)

Contact EH&S at 515-294-5359 or email (ehsinfo@iastate.edu) for more information