

# MUSC OCCUPATIONAL SAFETY AND HEALTH PROGRAMS TRANSPORTATION OF LABORATORY EQUIPMENT

***Purpose:***

All laboratory equipment must be free of hazardous materials (i.e., biological, chemical, radiological) prior to transport to MUSC Surplus or other destinations. Appropriate removal of hazardous materials will protect both the movers and those receiving the items.

Laboratory equipment that needs an evaluation prior to transport includes, but is not limited to the following: refrigerators, freezers, centrifuges, incubators, chemical fume hoods, biological safety cabinets and other items potentially contaminated with hazardous materials.

***Procedure:***

It is the responsibility of the equipment owner to remove all known hazardous materials and to decontaminate the equipment with a 10% solution of bleach.

Once the equipment owner has deemed the item "safe" for transport, they must affix this signed document to the equipment. Occupational Safety and Health Programs must be notified at 2-3604 for signature and to verify decontamination has been completed. Not all items from the laboratory will need a hazard assessment, such as computers, chairs, bookshelves, etc. However, if the movers are concerned for any reason about an item which does not include this signed document, they may request one prior to transport.

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***Equipment Owner Declaration:***

I have removed all known hazardous materials from this equipment. This includes surface decontamination (if applicable). To the best of my knowledge, this item is safe to transport and does not pose a hazardous materials risk to the movers or surplus personnel.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Department

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Date

\_\_\_\_\_  
Occupational Safety & Health Rep.