

Certificate of Decontamination

To ensure the safety of your colleagues, transport personnel, Lexogen's employees and anyone handling any items to be returned (e.g., instruments, part of instrument, accessories, reusable packaging), it is essential that any potential contaminants to which the item was exposed are identified and adequately decontaminated. Prior to returning any item to Lexogen's facility (whether for repair, maintenance, trade-in, loan, or disposal), this form must be completed in full, signed by the Customer, **one copy to be attached to the outside of the transport packaging and one copy to be included with the item, inside the transport box**. Similarly, prior to any servicing activity of an instrument this form must be completed in full, signed by the Customer, and given to the Lexogen contact person.

Identification

Model:

Serial Number:

Description:

Reason for
return/service:

Customer Details ("Customer")

Company Name:

Company Address:

Company
Representative:

Email:

Phone Number:

Pick Up Location

Company /
Institution Name:

Company /
Institution Address:

Room/Dept:

City/St/Zip:

Contact Name /
Phone Number:

Alternate Contact
Name / Phone
Number:

Potential Contaminants

RADIOACTIVE MATERIALS:

Has this item been exposed to radioactive materials?

If YES, please identify radioactive isotopes:

YES NO

BIOLOGICAL AGENTS:

Has this item been exposed to biological agents?

If YES, please state the viable biological agent(s), their Hazard Group(s) and Biosafety Level/Category of Containment:

YES NO

HAZARDOUS CHEMICALS:

Has this item been exposed to chemicals that are very toxic (in quantities harmful to human contact), carcinogenic, mutagenic, toxic for reproduction, sensitizing, and/or which have not yet been fully tested?

If YES, please identify the hazardous chemicals:

YES NO

Decontamination

If 'YES' is answered to any of the above potential contaminants, describe the procedures used to decontaminate the item (attach additional sheets if needed) for biological, radioactive and other hazardous contaminants, also include the radioactivity survey results where applicable indicating levels at or below local background level: *(or in the US only, for service work excluding any transportation, at levels designated to be clean or safe as stated in the Customer's regulatory approved Site Radioactive Materials License)*

Acknowledgement by the Customer

The Customer understands and agrees that decontamination is critical to issues of health and safety and that thoroughly completing this Certificate is essential. The Customer confirms that the Customer has removed all kinds of biological agents, non-hazardous chemicals, hazardous chemicals, and radioactive materials from the items and that the Customer performed all decontamination procedures as described in this Certificate and completed this Certificate accurately, truthfully and in full. Customer hereby assumes all responsibility and liability for and shall defend and indemnify Lexogen against injury or damage of whatever kind incurred by Lexogen, its employees, contractors, and/or agents that result directly or indirectly from Customer's breach of this representation and warranty. The Customer accepts that Lexogen has no obligation to repair, service, or transport any product if this Certificate is not completed in full.

Name:

Signature: _____

Company:

Date:

Phone:

Email:

Exception

If instrument has been sent in error or arrived damaged and is UNOPENED

This form may be completed and returned by internal Lexogen personnel, who can attest to the fact the unit is unopened and therefore free of contaminants.

Name:

Date:

Signature: _____

Please complete, sign, scan, and email back to the Lexogen contact person.

Please print and attach one copy to the outside of transport packaging and include one copy with the item.

1. Radioactive Materials

- a. Apply an industry standard radioactivity decontaminant (e.g. Radiacwash®, Rad-Con® or equivalent) to the item, and wipe surfaces as directed by the decontaminant manufacturer.
- b. Survey the item with an appropriate radioactivity-measuring instrument (e.g. Geiger Counter or scintillation counter).
- c. Satisfactory decontamination is defined as survey results at or below background level or **in the US only**, for service work excluding transportation, levels designated to be clean or safe as stated in the Customer's regulatory approved Site Radioactive Materials License.

2. Biological Agents

The World Health Organization's (WHO) Laboratory Biosafety Manual describes decontamination procedures that are widely used for item decontamination. Customer is required to refer to the current version of this Manual (available at <https://www.who.int/publications/i/item/9789240011359>) and administer the appropriate decontamination procedures. However, the Customer must assess the suitability of these methods for the biological agents concerned and adherence to any warnings in the item user manuals. Commonly used decontamination agents prescribed by the above Manual include:

- a. **Sodium hypochlorite** Sodium hypochlorite (1:10 dilution of domestic bleach) that gives 5g/l concentration is a general all-purpose disinfectant. However, it should be prepared fresh each time. Avoid mixing bleach with acid as this would release toxic chlorine gas.
- b. **Formaldehyde** Commonly marketed as Formalin, a solution of gas in water of about 37% concentration. It is effective for all microorganisms and spores at temperatures > 20°C, but is not active against prions. Formaldehyde is a suspected carcinogen and safety precautions must be followed when working with the chemical.
- c. **Glutaraldehyde** Generally supplied as a solution of about 2% concentration. It is active against vegetative bacteria, spores, fungi and lipid-/nonlipid-containing viruses. However, it takes several hours to kill bacterial spores. Glutaraldehyde is toxic and an irritant. Safety precautions must be followed when using the chemical.
- d. **Phenolic compounds** Active against vegetative bacteria and lipid-containing viruses and, when properly formulated, against mycobacteria. However, they are not active against spores and produce variable results against non-lipid viruses. Some phenolic compounds may be inactivated by water hardness. Phenolic compounds are toxic and can penetrate the skin. Safety precautions must be followed.
- e. **Alcohols** 70% ethanol or 70% isopropanol are active against vegetative bacteria, fungi and lipid-containing viruses but not against spores. Their actions on non-lipid viruses are variable. Alcohols are flammable and must not be used near open flames.
- f. **Hydrogen Peroxide** A strong oxidant and can be potent broad-spectrum germicides. However, a 3-6% solution of hydrogen peroxide alone is relatively slow and limited as germicides. Hydrogen peroxide can be corrosive and affect skins and mucous membranes. Safety precautions should be exercised when dealing with the chemical.

Special Instructions, Hazard Group 3 or 4

- a. Items situated in Biosafety Level/Containment Level 3 or 4 laboratories must be decontaminated, by the customer, using an internationally approved sterilization procedure. The customer must then move the item to either a Containment Level 1 or 2 laboratory for service.
- b. Lexogen employees are not permitted to enter Biosafety Level/Containment Level 3 or 4 laboratories without the prior consent of Lexogen Management and Environmental, Health & Safety (EH&S) Manager.
- c. It may not be possible for Lexogen to service or transport these items.

3. Hazardous Chemicals

- a. Areas exposed to hazardous chemicals should be washed with an acceptable solvent such as ethyl alcohol or isopropyl alcohol.
- b. Rinse with detergent and water.

Please note that Lexogen cannot accept any item that may be contaminated with viable biological agents, harmful quantities of hazardous chemicals, or radioactive materials.

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