

Laboratory Equipment Disposal

Effective: Moved to Policy Library from UPM 12.12(5)

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Contact: [Environmental Health and Safety \(EH&S\)](#)

Introduction

The purpose of this policy is to maintain a safe workplace for university personnel, students, and the general public. Laboratory equipment may be contaminated with hazardous materials. This could pose a safety hazard for anyone handling or using the equipment. Items of concern include, but are not limited to, refrigerators, freezers, incubators, storage cabinets, glassware, water baths, shakers, analytical instruments, etc.

Policy Statement

Laboratory equipment transferred to ISU Surplus or disposed of by General Services must first be decontaminated and cleaned by the releasing department and inspected by a representative of Environmental Health and Safety (EH&S). A Laboratory Equipment Disposal form must be submitted to EH&S.

University employees are prohibited from discarding laboratory equipment or appliances in the trash without prior approval of EH&S.

Employees are prohibited from abandoning equipment or appliances on docks, in storage areas or exterior spaces, or otherwise creating a hazard or nuisance with such abandoned equipment. Equipment is considered abandoned if it is no longer suitable for its intended purpose, poses an immediate hazard, or is not intended for use in a reasonable amount of time. Abandoned equipment will be removed by ISU Surplus and the associated costs will be billed to the originating department.

Resources

Links

- [ISU Surplus](#)
- [Laboratory Equipment Disposal Form \[PDF\]](#)
- [EH&S LED Webpage](#)