

## Decontamination Certificate

If a support request has already been raised, scan and send by replying to the support email  
 Otherwise create a new support request by sending to [support@owlstone.zendesk.com](mailto:support@owlstone.zendesk.com)

Our intent is to present quick and specified service as well as to protect the health of our staff. Therefore, we kindly ask for your understanding that we can only accept the return of our units and their corresponding accessories for repair, service, or inspection with a completed declaration. If this declaration is missing, we reserve the right to refuse acceptance and return the equipment at customers' expense.

Company/Department	
Customer Contact Name	
Owlstone CAPA/RMA number	

### Equipment to be returned

Item Description	Reason for return	Serial No.

### Provide details below of the hazardous materials used with this instrument

Chemical	CAS number	Maximum concentration mg / m3	Exposure time

<b>Have the items been decontaminated</b>	Yes*	No	Please circle
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\*State method of decontamination; Please provide details

Name / Position	Signature	Date

**By signing this form, you are confirming that all of the information is correct and accurate to the best of your knowledge at the time of approval.** Scan and send to [support@owlstone.zendesk.com](mailto:support@owlstone.zendesk.com)

**Review by Owlstone Medical Ltd (Internal use only)** *Follow guidance in OWL-SOP-173*

Risk assessment to be carried out by Responsible Engineer (RE)			
CAPA/RMA Number			
Action Plan required? (if "Yes", record details below)	Yes	No	Please circle
Return to be accepted by Owlstone Medical Ltd?	Yes	No	Please circle
Name	Signature		Date

**Action Plan by Owlstone Medical Ltd (Internal use only)**

An assessment of risk to Owlstone personnel is to be completed by a technically competent person such as the H&S Manager or the Head of Analytical Science, who upon considering the chemicals toxicity, volatility, maximum concentration levels, and exposure time as well as current work place and service process risk assessments will confirm current procedures are adequate for the level of risk or will highlight additional actions that will require the service manager's signature upon completion of those actions.

**Required actions:**

Unless otherwise stated by process risk assessment, all return parts that have had contact with a hazardous material should be purged for at least 24 hours and any person handling said parts needs to wear full PPE as specified by the working with the hazardous materials safe systems of work.

**Other actions:**

Name	Signature	Date	
Action Plan accepted and agreed by Responsible Engineer? (RE to copy action plan details onto the service traveller and sign acceptance)	Yes	No	Please circle