

YOUR URGENT RESPONSE IS REQUIRED.
THE ATTACHED FORMS MUST BE COMPLETED IN
ORDER TO COMPLETE YOUR TRADE IN.

RE: PO# _____

Date: _____

Contact name: _____

Phone # for contact at delivery location: (_____) _____ - _____ Fax: (_____) _____ - _____

IMPORTANT INSTRUCTIONS:

- The attached Biohazard form **must be completed, signed and returned** prior to processing the above purchase order and any arrangement of pick up for disposal. If unit is in use until arrival of replacement, the return of completed biohazard forms is still a requirement prior to processing order.

**** The unit must be decontaminated prior to pick-up and delivery of new unit. ****

Note: Without this certification as proof of decontamination, the Department of Transportation can fine you (the customer), the transportation company, as well as Thermo Fisher Scientific for transporting medical waste without proper documentation. Therefore, Thermo Fisher Scientific **WILL NOT** release shipment of the new unit until a copy of this form is submitted via email or fax along with the purchase order.

Please return the completed form, along with your purchase order to Order Entry:
orderprocessing.led.asheville@thermofisher.com or fax: 888-618-2676.

- Attach a copy of the completed biohazard form on the outside of ALL crating material or actual cabinet. Also, please mark PO # on outside of instrument/unit. Failure to comply will relinquish Thermo Fisher Scientific's responsibilities for the pick-up and disposal of the unit.

**** IMPORTANT: Disposal unit will be picked up at the same time the new unit is delivered. ****

- The trucking company will call you in advance to make arrangements.
- If the disposal unit is not decontaminated and ready for pick up, as provided herein, arrangements will need to be made to return. **Re-delivery is subject to a \$500.00 re-delivery fee.**

Sincerely,

Thermo Fisher Scientific
Order Entry Dept.
Phone 866-984-3766
Fax 888-618-2676
EMAIL: orderprocessing.led.asheville@thermofisher.com

Should you have any questions or concerns please contact our Order Entry department at 866-984-3766.

BIO-HAZARD CERTIFICATE FOR DISPOSAL

Item Description	Model # / Accessory / Part #	Serial #	Order #

The following items must be completed in order for the TRADE-IN to be completed:

Unit: _____

Have samples/specimen been stored inside unit? Yes No

If yes to the above, actual use must be listed. Biohazard level of samples and laboratory environment should be considered when choosing the appropriate biohazard level:

Actual Use: _____

BIOHAZARD LEVEL:

BL1	BL2	BL3	BL4	N/A

(One of the above boxes **must be** checked. For breakdown of BL levels, refer to the next page of this form.)

CERTIFICATION: I certify that I am authorized to act on behalf of _____
(Institution)

and that all items described have been thoroughly cleaned and that if this part/equipment was used in a Bio-Hazard application that we have decontaminated the part/equipment to eliminate all safety and health hazards that could be associated with the Bio-Hazard being used by person(s) handling part(s)/equipment while in transit or when received.

METHOD OF DECONTAMINATION (i.e. bleach, fumigation, etc.): _____

Decontamination procedures which have been taken are in accordance with **OSHA**, 29CFR Part 1910.1030 [Amended by 61 FR 5508, Feb. 13, 1996].

“RIGHT TO KNOW” legislation and concern for the health and safety of Thermo Fisher Scientific (Asheville) LLC employees who handle returned products, which have been used by customers, make it necessary for us to require that you thoroughly clean the units inside and out, decontaminate (if required) and have all customer tags/labels removed from the inside and outside of the unit.

I further understand that by signing this form, I am agreeing to the \$500.00 re-delivery fee if a return trip is required to pick up the trade in unit. Purchase order must be received before return trip will be scheduled.

(Print name)

(Signature)

(Date)

(Title)

This form is required by Federal Law in Title 18 and 49 codes of the Federal Regulations, and in accordance with the E.P.A.'s Regulation for Bio-Hazard Waste Management.

BIOSAFETY LEVELS

Four biosafety levels are described which consist of combinations of laboratory practices and techniques, safety equipment and laboratory facilities appropriate for the operation performed and the hazard posed by the infectious agents and for the laboratory function or activity.

Biosafety Level 1- practices, safety equipment and facilities are appropriate for undergraduate and secondary educational training and teaching laboratories and for other facilities in which work is done with defined and characterized strains of viable microorganisms not known to cause disease in healthy adult humans. *Bacillus subtilis*, *Naegleria gruberi* and infectious canine hepatitis virus are representative of these microorganisms meeting these criteria. Many agents not ordinarily associated with disease processes in humans are, however, opportunistic pathogens and may cause infection in the young, the aged and in immunodeficient or immunosuppressed individuals. Vaccine strains which have undergone multiple in vivo passages should not be considered virulent simply because they are vaccine strains.

Biosafety Level 2- practices, equipment and facilities are applicable to clinical, diagnostic, teaching and other facilities in which work is done with the broad spectrum of indigenous moderate-risk agents present in the community and associated with human disease of varying severity. With good microbiological techniques, these agents can be used safely in activities conducted on the open bench, provided the potential for producing aerosols is low. Hepatitis B virus, the salmonellae, and *Toxoplasma sap.* are representative of microorganisms assigned to this containment level. Primary hazards to personnel working with these agents may include accidental autoinoculation, ingestion, and skin or mucous membrane exposure to infectious materials. Procedures with high aerosol potential that may increase the risk of exposure of personnel must be conducted in primary containment equipment or devices.

Biosafety Level 3- practices, safety equipment and facilities are applicable to clinical, diagnostic, teaching, research, or production facilities in which work is done with indigenous or exotic agents where the potential for infection by aerosols is real and the disease may have serious or lethal consequences. Autoinoculation and ingestion also represent primary hazards to personnel working with these agents. Examples of such agents for which Biosafety level 3 safeguards are generally recommended include *Mycobacterium tuberculosis*, St. Louis encephalitis virus and *Coxiella Burnetii*.

Biosafety Level 4- practices, safety equipment and facilities are applicable to work with dangerous and exotic agents which pose a high individual risk of life-threatening disease. All manipulations of potentially infectious diagnostic materials, isolates, and naturally or experimentally infected animals pose a high risk of exposure and infection to laboratory personnel. Lassa fever virus is representative of the microorganisms assigned to Level 4.