



## X-ray Equipment Disposal Form

*Form Instructions*

*This form will be completed by radiation safety personnel in the Environmental Health and Safety Office. The department wishing to dispose of equipment that contains hazardous components must complete the MSU Property Disposal Report and attach this approved form to Receiving & Property Control. The absence of this form will result in the item not being picked up for disposal. A copy of this form should be filed in your office for audit purposes.*

Department: \_\_\_\_\_ Date: \_\_\_\_\_

MSU Inv Number: \_\_\_\_\_ Mfg: \_\_\_\_\_ Serial No: \_\_\_\_\_

Description of Equipment: \_\_\_\_\_

(include X-ray tube s/n) \_\_\_\_\_  
\_\_\_\_\_

The following items are required for disposal - check upon completion:

- Power supply - power cord cut and/or power supply removed.
- X-ray tube rendered permanently inoperable - removed if possible.
- MSDH X-ray registration amended or terminated.

Approved by:

\_\_\_\_\_ Heather Hewett- Sr. EH&S Specialist and RSO

\_\_\_\_\_ Date