SCHOOL OF CHEMISTRY, FOOD BIOSCIENCES & PHARMACY

Disposal of redundant/broken items

1. Obtain permission from line manager (if required).
2. Once complete send this form via e-mail to [p.h.willis@reading.ac.uk](mailto:p.h.willis@reading.ac.uk) and [a.w.whittam@reading.ac.uk](mailto:a.w.whittam@reading.ac.uk)

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Requested by:** J Bloggs | | **Ext:** 5555 | | | | **Date:** | 12/01/15 |
| **Inventory number (if known) -** Food 000309 | | | | **PAT number (if known) -** 0964 | | | |
| **Item** | Oven (Has asbestos aware sticker) | | | | | | |
| **Manufacturer** | Laboratory thermal equipment LTD | | | | | | |
| **Model** | Frosty the snowman XL | | | | | | |
| **Serial no** | XLP - 6335 | | | | | | |
| **Location** | Chemistry back lobby | | | | | | |
| **Reason for Disposal**  **(please tick)** | **BER  Obsolete  No longer required** | | | | | | |
| **Any other info** | Failed electrical safety testing. | | | | | | |
| **Disposal Type (please tick)** | | | **Weight kg (approx.)** | | **Comments** | | |
| **Electrical WEEE** | | |  | |  | | |
| **Refrigeration Hazardous Waste** | | |  | |  | | |
| **IT crt, pc, printer** | | |  | |  | | |
| **Items suitable for landfill (skip)** | | |  | |  | | |
| **Asbestos containing material** | | | 25 | |  | | |
| **Furniture or large items** | | |  | |  | | |