



Date
12/07/2020

Decontamination Confirmation

In order to ensure we protect our employees as well as our equipment, we require information on the application for which the returned goods were used and confirmation of decontamination for any contaminants the product has come into contact with.

This document is a compulsory requirement for **all** returned items and **must** be completed by authorised personnel.

Any goods being returned to Festo must be accompanied by a completed Festo Decontamination Confirmation form to enable us to perform an inspection and fault analysis. Failure to provide sufficient information or attaching a copy of this document to the returned item, will result in the goods being rejected and returned back to you with no action taken. Any costs incurred in returning the items will be chargeable.

Registered in England at:
Applied Automation Centre
Brackmills Trading Estate
Caswell Road
Northampton
NN4 7PY

Reg. No. 926749

Offices at:
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Farnborough

Customer Service
Freephone 0800 626422

Festo Ltd.

Applied Automation Centre
Brackmills Trading Estate
Caswell Road
Northampton
Northants. NN4 7PY

Decontamination information

1. Contact details

Company: _____

Contact person: _____

Tel: _____

E-mail: _____

2. Festo product details

Product code: _____

Number of parts: _____

Festo ICM no: _____

3. Return delivery details (type, reason)











Repair

Return for test purposes

Warranty

4. Was the product in operation? no yes, with the following process media: _____

5. Use-related contamination and its effect

	General warning	<input type="checkbox"/> Yes <input type="checkbox"/> No		Hazardous to health	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Toxic	<input type="checkbox"/> Yes <input type="checkbox"/> No		Corrosive	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Hazardous to the environment	<input type="checkbox"/> Yes <input type="checkbox"/> No		Flammable	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Oxidising	<input type="checkbox"/> Yes <input type="checkbox"/> No		Explosive ¹	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Radioactive substances ¹	<input type="checkbox"/> Yes <input type="checkbox"/> No		Biologically hazardous substances ¹	<input type="checkbox"/> Yes <input type="checkbox"/> No

¹ Products contaminated with these substances can only be returned with Festo's written consent, consent will only be given once Festo has received a full decontamination report and has been able to conduct its own risk assessment. NO EXCEPTIONS

Please complete the following sections and attach any applicable COSHH data sheets.

What substances has the product come in contact with? Please specify the trade name and/or chemical name of the substances:

Trade name:	Chemical designation:	Contamination	
		<input type="checkbox"/> Inside	<input type="checkbox"/> Outside
		<input type="checkbox"/> Inside	<input type="checkbox"/> Outside
		<input type="checkbox"/> Inside	<input type="checkbox"/> Outside
		<input type="checkbox"/> Inside	<input type="checkbox"/> Outside

COSHH data sheets attached? Yes No

6. Decontamination

The product has been decontaminated. Yes No

How has it been decontaminated? _____

The product is safe to be handled. Yes No

Is residual contamination possible? Yes No

7. Decontamination Confirmation:

I confirm that the information provided is complete and that I am qualified to judge the safety of the items being returned. Failure to provide sufficient information and failure to attach a copy of this document to the returned item, will result in the goods being rejected and returned unchecked and any costs incurred in returning the items will be chargeable.

Name of the authorised person (in block capitals): _____

_____ Date

_____ Signature