

# UNSW MME Laboratories

## Sample Hazard Declaration Form

This form must be completed by anyone providing samples from outside the school, for testing purposes. It is important that Technical Staff are made aware of any potential Risks or Hazards associated with the testing of the samples. Please complete the following fields before delivering the samples to the lab:

**Step 1:** Please provide a brief description of the sample/s.

**Step 2:** Please provide a brief description of the type of test to be performed on the sample/s:

**Step 3:** Are there any Hazardous materials or contamination of the sample's coating and/or composition (Chemical, Pathogenic, Radioactive...etc.)? If so, what Risk Controls will be required to safely perform the test?

**Step 4:** Is any special manual handling equipment required?

**Declaration:** I hereby declare that all the information above is accurate and true:

**Company Name:**

**Person Supplying:**

**Signature:**

**Date:**

**Person Authorising Testing:**

**Signature:**

**Date:**

**Received By:**

**Signature:**

**Date:**

Please send the completed form to Laboratory Manager **and** Supervisor responsible for testing.

Note: Technical staff will not set up the experiment until they have received this signed declaration. Any occurring cost including disposal of the product if failed to comply with the UNSW HSE requirements will be charged to the receiver/ receivers supervisor fund.