

Surplus Equipment Consortium/Network - Guideline

SEC/N.S1.GL.02.B

Decontamination Guidelines for Used Equipment

1. PURPOSE

- 1.1. This document sets forth minimum guidelines for the decontamination of equipment that has been exposed to hazardous materials.
- 1.2. The user of this document must recognize that the following are simply guidelines that can be modified, if necessary, to comply with local, state, federal and international laws.
- 1.3. The intent of these guidelines is to avoid the shipping and/or receiving of equipment that is not properly decontaminated, which may be in violation of both U.S. and international regulations. Such equipment, if not properly decontaminated, may also result in damage to facilities and/or personal injuries.
- 1.4. The guidelines takes into consideration that decontamination shall be performed to the greatest extent possible, while acknowledging practical limitations, which may exist, in individual circumstances.
- 1.5. For definitions of terms used in this document, refer to SEC/N.S1.DF.01.A Definitions of Industry Terms and SEMI S12 standard.

2. SCOPE AND LIMITATIONS

- 2.1. This document applies to the resale and/or shipment of used equipment.
- 2.2. These guidelines apply to the seller and purchaser of resold equipment regarding decontamination.
- 2.3. Guidelines apply primarily to:
 - 2.3.1. Decontamination process
 - 2.3.2. The preparation of SEC/N.S1.FM.01.B Decontamination Declaration Form
 - 2.3.3. Submittal of documents related to the verification of the decontamination work.
- 2.4. Additional levels of decontamination may be required by the purchaser's Environmental, Health, and Safety organization. These requirements are part of the purchasing agreement and are outside the scope of this document.
- 2.5. This document is not intended to supersede local, state, federal or international regulations.
- 2.6. This document does not supersede the Original Equipment Manufacturer's (OEM) requirements.

3. REFERENCES

- 3.1. OEM's Guidelines for Decontamination and Shipping of its Used Equipment
- 3.2. OEM's Packaging Manual for its equipment
- 3.3. SEMI S12-0298 – Guidelines for Equipment Decontamination
- 3.4. IATA Dangerous Goods Regulations

Document Number: SEC/N.S1.GL.02.B

Page 1 of 3

Initial Release Date: 1/31/2004

Latest Revision Date: 9/19/05

This document is copyright protected and not to be duplicated in any form without written permission from SEC/N. © 1/12/04

Surplus Equipment Consortium/Network - Guideline

SEC/N.S1.GL.02.B

Decontamination Guidelines for Used Equipment

- 3.5. Applicable Transportation Regulations for route of Transit
- 3.6. SEC/N.S1.DF.01.A Definition of Industry Terms
4. DECONTAMINATION DECLARATION FORM
 - 4.1. The Form, SEC/N.S1.FM.01.B, contains five (5) sections and must be filled-out in its entirety. The decontamination work must be verified by a qualified person declaring who has been authorized by the Seller to approve the work. The Form must also be signed by the Seller's management or authorized representative.
 - 4.2. Equipment Information
 - 4.2.1. Seller shall provide the data as requested in this section of the Form. Also, the Seller shall check the system's configuration to ensure compliance with the purchase order. Additional documentation such as the OEM's configuration, the general condition of the equipment, digital photographs, etc. may be used to confirm the system's configuration.
 - 4.3. Equipment process Information
 - 4.3.1. Based on the equipment's history and type of processes used, Seller is required to provide a summary of this information in this section to determine if the equipment has been exposed internally or externally to hazardous material. It is the Seller's responsibility to acquire this information from any sources at his/her disposal, such as the previous owner of the equipment, the OEM, Fab personnel, equipment documentation, third party experts, etc.
 - 4.4. Verification of Decontamination
 - 4.4.1. If the equipment has been exposed to hazardous material, internally or externally, then it is the Seller's responsibility to ensure that equipment has been decontaminated in accordance with the OEM and/or industry standards prior to shipment.
 - 4.4.2. Seller is responsible for decontaminating the equipment to the levels required by the U.S. and International regulations. This requires a comprehensive understanding of these regulations.
 - 4.4.3. Seller shall review equipment history to determine the type of environments to which it has been exposed. If there is any question of residual internal contamination, samples shall be taken and analyzed to identify the type and levels of residual contaminants.
 - 4.4.4. Seller shall conduct a visual inspection to determine if any corrosion or residual hazardous material exists externally. Should any evidence be found, samples shall be taken and analyzed to identify the type and level of residual contaminants.
 - 4.4.5. Should the analytical results from steps 4.3.3 and 4.3.4 above show existence of hazardous material at levels that are above the "non-hazardous levels" as defined in SEMI S12, the tool shall be decontaminated per OEM

Document Number: SEC/N.S1.GL.02.B

Page 2 of 3

Initial Release Date: 1/31/2004

Latest Revision Date: 9/19/05

This document is copyright protected and not to be duplicated in any form without written permission from SEC/N. © 1/12/04

Surplus Equipment Consortium/Network - Guideline

SEC/N.S1.GL.02.B

Decontamination Guidelines for Used Equipment

decontamination and cleaning procedures (Ref. 3.1), International Air Transport Association (IATA) Dangerous Goods Regulations (Ref. 3.4), or applicable government surface transportation standards for the route of all surface transit (Ref 3.5), whichever is stricter.

4.4.6. Based on the findings in the above steps in section 4.3, Seller shall document this information in the corresponding table in the Declaration Form.

4.5. Declaration of Decontamination

4.5.1. The Seller's safety officer or a qualified third party auditor must verify and accept the decontamination work. Contact information of the person performing the decontamination and the verifying authority must be provided in this section.

4.6. Declaration Statement and Liability Waiver

4.6.1. The Seller's management or an authorized management representative is required to declare that the composition on the equipment listed is of a non-hazardous nature and/or has been properly decontaminated in accordance with all applicable regulations and standards.

5. COMMUNICATION AND DOCUMENTATION

5.1. Seller shall send the SEC/N.S1.FM.01.B Decontamination Declaration Form to the purchaser prior to making arrangement for shipment. Seller shall request written confirmation from the purchaser prior to proceeding with shipment.

5.2. Depending on the purchasing agreement, the purchaser's Environmental, Health and Safety Organization may require detailed information regarding the decontamination process, such as copies of the cleaning procedures, test results, testing procedures, etc. Seller is encouraged to create detailed documentation of each step in the decontamination process and maintain these documents in its records.