

Premise:

- Components weighing up to 3 kg can be accepted by the laboratory.
- Minimum quantity of component to be sent: the components must be in such a number as to reach a wet surface of at least 200 cm².
- If the component is being shipped for the first time, two batches of components must be submitted.
- The samples to be analyzed are admitted to the laboratory packed in polyethylene bags, clean and new.
- The laboratory informs that it does not carry out the disassembly, so it asks that the component already disassembled and ready to be analyzed be delivered to the laboratory;
- The laboratory informs that it does not perform demagnetization, so it asks that the component ready for the analysis be delivered to the laboratory.

Component handling:

- use clean gloves;
- pack in clean and new packages, with hermetic seal, made up of materials that do not bring particles (metal, fibers or other) on the components (ref 11.2.2);
- The test lot must be packed individually. (ref 11.2.3).

With reference to the transport of the component to be analyzed, it is recommended that:

- The transport takes place through the shortest route and in the shortest possible time;
- The transport takes place subjecting the components to minimum vibrations;
- The samples are protected inside the packaging from any damage;
- Where applicable, they are protected from humidity and temperature variations.

Inability to issue the test report

If the components to be analyzed arrive in the laboratory under the following conditions:

Absence or damaged internal packaging, unsuitable packaging material, humidity, corrosion, damaged components, visible foreign contamination, presence of wood chips, the laboratory will not be able to proceed with the analysis and will inform the customer of the impossibility of issuing the report test.

In the event that the Customer requests proof of the object despite its conditions being partially or totally unsuitable, the laboratory will issue a disclaimer on the Test Report; the declaration will report: the results that may have been influenced, the deviations from normal functionality detected by the laboratory, and the certification by the laboratory of non-responsibility.

The customer is asked to provide the laboratory with the following information:

- Indicate the construction material of the component and the material of its coating;
- Indicate if the component is contaminated with fats or oils;
- Indicate the surface for each piece;
- If present an extraction method already validated must be communicated to the laboratory;

- To send the laboratory any additional information deemed necessary for the execution of the cleaning test, or requested in detail by the laboratory, or the compilation of the Check-list document sent by the laboratory.

Retention times of the tested object and of the records of the tests carried out

If you wish to return the component on which the test has been carried out, notify the laboratory to agree on how to return the components; the courier who will carry out the transport must be appointed by the customer.

If the laboratory does not receive this request, it will be the responsibility of the latter to dispose of the components in the waste, according to the waste regulations and the rules of the municipality of Stezzano, charging the costs of disposal and waste management.

The residual components, on which the test has not been carried out, are kept for one month from the date of issue of the test report.

The records relating to the test activity will be kept by the laboratory for a minimum of four years; in the event that the customer wishes the laboratory to keep these records for a period longer than 4 years, he must notify the laboratory in writing.