

\*\*You may want to add items such as a dedicated digital camera - or customise the kit to suit your particular collection by adding equipment or extra bins.

2020

\*\*REMINDERS - regular 6mth audit/ check/maintain/replace/use by dates for batteries etc (best to use alkaline batteries, spares can be stored in packs 3-5 years - check use by dates)

Item	DALEK large	DALEK small	Comments/ used for
Aprons - disposable white plastic in plastic box	10	5	Personal protection
Bin strapping	1	1	Strapping to secure bins to trolley – can be clipped off/on and length adjusted
Bin ties	20	20	Anti tamper ties – can be pulled apart – use after re-stocking or checking contents
Bin trolley	1	1	Durable plastic trolley, 100mm wheels for manoeuvrability – made to fit bins snugly
Bins – 52L – 645x415x276mm	-	2	Strong plastic stacking storage bins with snap on lids. Bins can be stacked and nested
Bins – 68L – 645x415x390mm	2	-	Strong plastic stacking storage bins with snap on lids. Bins can be stacked and nested
Buckets with lid, square 15L	2	-	For clearing standing water – washing - keeping things wet
Buckets, rectangular	-	2	For clearing standing water – washing - keeping things wet
Chux wiping cloths	20	20	Wiping and cleaning – can be used as support for weakened/wet sheets of paper
Clip board	1	1	Note taking
Coveralls – water resistant, breathable, with zip	4	-	Personal protection
First Aid Kit - 1-2 person	1	1	Initial/immediate first aid supplies
Glo sticks	10	10	Illumination – lighting pathways – hang to denote areas <b>(replace about every 2 years)</b>
Gloves tough rubber/cloth Size 10	1 pair	1 pair	Personal protection <b>(check quality, perished?)</b>
Gloves tough rubber/cloth Size 9	1 pair	1 pair	Personal protection <b>(check quality, perished?)</b>
Gloves vinyl - no powder Large Size	30	20	Personal protection <b>(check quality, perished?)</b>
Gloves vinyl - no powder Medium Size	30	20	Personal protection <b>(check quality, perished?)</b>
Hard hats, chin strap <b>and</b> LED headlamp(use 3x AAA)	2	-	Personal protection/lighting <b>(if you want leave batteries in ready for use - you must check torch visually and test OK - change batteries every 6 months approx)</b>
Hazard Tape, black and yellow striped 20m	1	1	Cordon off areas – security zones
Hi vis vests - Disaster Salvage printed on back	2	-	Personal protection – identify salvage staff
Masks disposable, with valve, rated P2	4	4	Personal protection
Note Pad – A4	1	1	Note taking - with binder holes - can be retained in folder for record
Paper bags 305x360mm	20	-	Contain loose or dirty material – can remain on during freezing/freeze drying
Paper towels - single fold 230x255mm, 320 packs	5	3	Absorbent material
Pegs – spring clothes pegs stored in plastic box/bag	20	20	Hang sturdy wet items on line
Plan container – document wallet with zip	1	1	Place a copies of any relevant procedures, policies, plans etc
Plastic bags 350x450 30 micron - pack of 250	2	2	Pack wet material for freezing – acts as a separator layer to avoid big ice block
Plastic bags 460x600 30 micron - pack of 100	2	2	Can be used as simple separator layer - or place books, papers, files etc inside



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Item	DALEK large	DALEK small	Comments/ used for
Plastic sheets – small - 80 micron clear 320x450mm	6	6	Small sheets to use as lifting/support aid – for sheets of wet paper
Plastic sheets, lge, 80 micron clear 2000x6000mm	2	2	Use for covering etc
Plastic sheets, med, 80 micron clear 1000x3000mm	4	4	Use for covering, lifting supports, clean surface etc
Reemay - polyester fabric 34gms 1000x1500mm	2	-	Strong open weave fabric- lifting support, layered with wet material & blotter etc
Silicon release - Baking paper roll 300mm x5m	1	-	Use as an interleaving separator for tacky surfaces, interleaving coated paper
Sponges	4	4	Absorb standing water
String 20m thick poly	1	1	Packing, hang tarps, make drying lines
String 20m thin cotton	1	-	Packing, drying lines etc
Tape, duct - 48mm	1	1	General packing, tape plastic sheets, secure electric cords, no scissors needed (check)
Tape, general purpose masking - 24mm	1	1	General packing, tape up plastic sheets. (check quality/stickiness of all tapes )
Tape, packing brown plastic - 48mm	1	1	General packing, tape up plastic sheets, secure boxes/lids etc (check)
Tarpaulin - blue plastic 2300x2900mm	1	1	Use for covering – deflecting water – dust sheet etc
Tool/pencil tool box with contents below	1	1	Keep small items and tools together – hinged lid
Hand sanitizer – small	1	1	Hand cleaning when washing facilities unavailable
Knives	2	2	Sturdy general purpose knife for cutting plastic, string, board etc
Pack of 10 spare snap off blades	1	1	(enough blades?)
Pencils 2B	6	6	Soft graphite pencils for writing on collection materials, boxes, folders etc
Pens Biro - Blue/Red	4	4	Note taking - keep well clear of collection materials (check all pens, still work?)
Plastic fingernails	10	10	Lifting aid
Scissors	2	2	Cutting
Waterproof felt pen - fine tip black	4	4	Marking plastic bags, labels, crates, boxes etc – keep well clear of collection materials
Whistles	2	2	Personal protection - alert
Torch/headlamp - spare batteries AAA	24	16	Power for torches. (check batteries and use by dates - supply spares)
Torch LED (use 3xAAA batteries)	2	2	Lighting – hand held torch (if you want to leave batteries in place - you must check torch visually and test they are OK – change batteries every 6 months approx)

