Student Project Lab After Hours Agreement

This agreement is intended to promote a safe and collaborative environment for you and your classmates. After hours use of this lab space, tools, equipment, and materials is a group privilege; if a few students abuse this privilege, it may be lost to everyone. So, be safe, be considerate, and let your fellow students or TAs know if you see inappropriate use.

Safety: I promise to:

- **Never work alone.** I will have someone in the room with me at all times (the Buddy System).
- Wear safety glasses when using power tools and in any other situations where there is any danger to my eyes. Perform such work in the power tool “safety glasses required” area whenever possible.
- Wear hearing protection as needed to protect my hearing.
- Ask that others nearby use of safety glasses and/or ear plugs when there is any danger to their eyes or hearing from my work.
- Not use power tools unless I am certified as having completed Thayer Machine Shop safety seminar, as listed on the website: [http://engineering.dartmouth.edu/safety/#database](http://engineering.dartmouth.edu/safety/#database). I will follow safe operation guidelines for power tools, and never use power tools which I am not familiar with (if unsure, ask a staff person for training).

Access: I promise to

- Only work in the Couch Lab after hours if I have been authorized and my student ID has been programmed to open the door.
- Never block a lab door open. Close any doors to the lab which I observe others have blocked open.
- Never allow others to enter using my access card. Never answer a knock on the door by letting an unauthorized user in. Each authorized user should enter using his or her own card.

Consideration to others: I promise to

- Never remove any tools, equipment, or materials from the lab without written permission. They are here for use of all in the lab; if they leave, all users suffer.
- Clean up after myself (scraps, boxes, tools, etc.).
- Watch out for us all. I promise to confront any student I observe violating this agreement, including safety violations, unauthorized access, and removal of equipment or tools. Complacency may result in a loss of after-hour privileges for everyone.

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NAME (PRINT)        SIGNATURE           DATE

Cullen/Levey 25Mar2007