

# Activity 1

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Section: BSIT – 2D

Subject: ACSS

## ACSS- Occupational Health and Safety Policy

- 1) If anti-static wrist strap is not present. Touch the metal case or the PSU metal shell to ground yourself first before touching electronic parts.
- 2) Carefully handle the plastics made like electronic locks.
- 3) Do not force anything. Instead, search in google of how the specific electronic parts should be properly attached to motherboard.
- 4) Drain the motherboard power first by shorting `PWR BTN`.
- 5) Do not force unplug or disconnect the computer if it is currently running.
- 6) Prepare a box or anything similar that organizes and protects each computer parts (ex. Screws).
- 7) Do not carelessly touch the capacitors. Assume that its always loaded.
- 8) Do not let other people get in the workplace room especially children.
- 9) DO NOT place any rags in the workplace ground.
- 10) Do not let anyone clean the workplace except yourself. To avoid blaming responsibility in case of lost components.