

Research + Demonstration Facility

SAFETY RULES

and

USE AGREEMENT

- 1) No one is permitted to work alone. You must use the “buddy system” when at RDF.
- 2) No one is permitted to use facility’s resources without authorization of Facilities Manager.
- 3) Never use any equipment until you have been taught how to use it and have met all VT Health and Safety training requirements.
- 4) Always use proper Personal Protective Equipment (PPE) when using shop equipment or in an area where equipment is being used, regardless whether or not you are personally using it.
- 5) Hard hats and safety glasses are required when operating the overhead heavy lift in Robotics Lab.
- 6) Obey all warning/notice signs and lockout tags.
- 7) Do not wear loose clothing while operating machinery. Sleeves should be above elbow.
- 8) Long hair must be secured and tucked in the collar when working around rotating machinery.
- 9) Closed-toe shoes (leather work boots highly recommended) must be worn while on RDF grounds and within facility near construction projects.
- 10) Shut off equipment when leaving or making an adjustment to the equipment.
- 11) Report any damage or defects to machinery to your faculty instructor or Facilities Manager.
- 12) When machinery requires maintenance or repair, it must be locked/tagged out in accordance with VT’s Lockout/Tagout Program. See Facilities Manager.
- 13) Do not operate machinery without proper safety guards in place.
- 14) Wear work gloves for material handling only. They are not recommended while using rotating machinery.
- 15) Pressure-treated wood products are prohibited inside RDF.
- 16) Only VT-certified forklift operators may operate a forklift.
- 17) Clean the machinery, equipment, tables, and floors before you leave for the day. Loose material should be kept off the floor at all times to avoid creating a trip hazard. Remember, good housekeeping practices make a safer working environment.
- 18) REQUIRED EHSS Safety Courses (minimum):
 - a. Personal Protective Equipment (PPE) Awareness (Online)
 - b. Machine Shop Safety Awareness (Online)
 - c. HazComm Right-To-Know (Online)
 - d. Portable Fire Extinguisher (Online)

I have read and understood the above agreement on safety. I also understand that repeated rule violations may result in the suspension or revocation of the privilege of using RDF.

Student Name: _____, Signature: _____

Date: ____/____/____

In the event of an emergency, dial 9-1-1 or 231-6411 (from your cell phone) for assistance