Seneca Polytechnic
School of Software Design and Data Science

Student Lab Agreement

In order to ensure the safety of all students and faculty of the School of Software Design and Data Science (SDDS) and School of Electronics and Mechanical Engineering Technology (SEMET) Labs, the following Safety Rules MUST be adhered to at all times:

1. Students are expected to conduct themselves in a professional and safe manner at all times.
2. While in the Lab, be aware of the nearest fire extinguisher and location of the safety station with its supplies. A safety station is shown in Figure 1 as reference.
3. Food or drink is not allowed in the labs at any time.
4. Safety glasses and other necessary precautionary safety equipment will be used or worn. No open-toed shoes or sandals. Long hair shall be tied back.
5. Electrostatic wristbands are required in the labs with ESD sensitive electronics (for example: FPGAs and microcontrollers).
6. All laboratory equipment brought into the labs must be CSA approved and in good working order. This will require you to inspect your equipment on a consistent basis.
7. All laboratory manuals must be originals. Photocopies are forbidden.
8. Vandalism of any kind will not be tolerated; students should note that security cameras are in place for the protection of college property and occupant safety.
9. Offenders will be subject to the terms of the College's Student Rights and Responsibilities Policy.
10. Failure to comply with the SEMET Laboratory Code of Behavior will result in a lab grade of zero.

Figure 1: Safety Station

WHMIS Training

The Workplace Hazardous Materials Information System (WHMIS) is Canada's national hazard communication standard. The key elements of the system are hazard classification, cautionary labelling of containers, the provision of (material) safety data sheets ((M)SDSs) and worker education and training programs.

This is a mandatory training for the laboratory potion of the course. You must complete this training before being allowed to conduct any of the lab experiment.

Navigate to the following link to complete the training. Ensure you provide your full name so it will show up in the certificate of completion.
http://portal.mycampus.ca/mycampusfiles/dc/fieldplacement/WHMIS/story.html

Safety and Lab Agreement

By signing this document, I (the student) have agreed to follow the SDDS and SEMET Lab Usage Policy and hereby certify that I received, read and understood the policies and procedures as outlined.

Furthermore, the mentioned training has provided me with knowledge of:
- The potential occupational hazards in the general work area and those associated with SEMET Labs.
- The safe work practices and protective equipment required for my lab work.
- I understand the aforementioned agreement and agree to comply with the mandatory Lab Usage Policy of the School of Software Design and Data Science (SDDS) and School of Electronics and Mechanical Engineering Technology (SEMET).

Student Name: _____

Student Signature: _____

Fall 2025