# Shed Member's Handbook

#### Rules

### Rule 1: Don't be a cock

You can read this in the sense that cocks puff out their chest, strut about boasting and pushing others around, or you can read it in the other sense. You decide which fits your situation.

## Rule 0: Don't be on fire

You may not have broken Rule 1 for this to occur so don't let this one sneak up on you.

## **Values**

# **Share**

Always be prepared to tell someone about what you're working on. Consider it a benefit to make resources go further than you.

## Leave things better than you found them

This applies equally to the workspace, the kitchen and the toilets.

## Safety 3rd

- 1) Is it fun?
- 2) Is it educational?
- 3) Is it safe?

NB. Never leave #3 out of your assessment before doing something!

## Report

Report anything you see that needs fixing.

Report if we're running out of something/anything (from screws to loo roll).

## **Operational Policies**

Always observe the correct use of Personal Protection Equipment (PPEs) — goggles, ear-defenders, dust masks, gloves etc. PPE signage is not there as a whimsical suggestion.

You are required to look after your own safety and the safety of those around you. Remind others to use PPEs.

If anybody reminds you about the use of PPEs, see Rule 1.

Tripping is regarded as a bad thing in this place. Fix trip hazards.

You are not permitted to work at heights above 10m or below 3m. Even trying to reach these limits will probably mean you've broken Rule 1.

No member is permitted to open the doors to a non-member out-of-hours.

If it's not water, soap or sour milk, it doesn't go down the drain.

Bins — if they're full, deal with it.