

## SEAS/ Physics Instructional Machine Shop

### CLASS SIGN UP FORM

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Date: \_\_\_\_\_

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Harvard University I.D.: \_\_\_\_\_

Harvard Department with which you are registered: \_\_\_\_\_

Lab Group or class with which you are affiliated: \_\_\_\_\_

Status (IE: Grad, Undergrad, Staff, Post-Doc, etc): \_\_\_\_\_

Which Certification do you wish to obtain:

RED (limited access)

GREEN (full access)

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#### Acknowledgement of Risk and Release Agreement

1) Access to facilities: I understand and agree that I may not use the Physics Instructional Instrument Shop (the “Shop”) without supervision unless I have completed the Shop training course. During the training process it is understood that I may not utilize the metalworking equipment in the shop unless the shop manager, or an appointed supervisor, is present.

2) Health and Safety Risks: I understand that machine shops can be inherently hazardous, especially if I fail to follow safety instructions. While using the Shop, I will take every precaution to protect my health and safety, and the health and safety of others. If I do not fully understand how to safely operate a piece of equipment I agree to seek instruction before using that equipment.

3) Appropriate Conduct: I agree to observe all applicable University and Departmental policies, rules and regulations with respect to my use of the Shop. I agree that Harvard officials may require me to leave the Shop if they believe I have violated a policy, rule or regulation or if they think my conduct is inappropriate.

4) Video Surveillance: I am aware that, in order to protect equipment in the Shop from theft and damage, the Shop is under video surveillance and that my activities in the Shop will be recorded on video.

5) ASSUMPTION OF RISK AND RELEASE OF CLAIMS. Knowing the risks described above, I agree, on behalf of my family, heirs and personal representative(s), to assume all the risks and responsibilities surrounded my use of and access to Harvard’s research laboratories. To the maximum extent permitted by law, I release, hold harmless and agree to indemnify Harvard, members of its governing boards, its officers, faculty, staff, representatives, volunteers, employees and agents (collectively, “Harvard”), from and against any present or future claim, loss or liability for injury to person or property which I may suffer, or for which I may be liable to any other person, during my use of and access to the Shop, resulting from any cause including but not limited to negligence, to the extent permitted by law, (except for fraud, willful misconduct or violation of law) by Harvard.

By typing my name below I agree that I have carefully read this Acknowledgement of Risk and Release . This agreement shall be governed by the laws of the Commonwealth of Massachusetts (excluding its conflict of laws principles), which shall be the forum for any lawsuits filed under or incident to this agreement.

Signed: \_\_\_\_\_ aaaa Date: \_\_\_\_\_