

DBR Shop Safety Rules

- Take the Safety class and get a sign-off by the Shop Manager BEFORE using any of the tools in the shop
- NEVER loan your shop key to anyone, if someone wishes to tour the shop, you can escort her into and out of the shop. Visitors may not use any of the shop equipment
- **Always sign in and out of the shop**
- Safety equipment - ear and eye and breathing protection is your responsibility, use them when in the shop. Wood dust is an irritant and over time can produce or exacerbate respiratory problems, protect yourself by wearing at minimum a dust mask, or purchase a personal respirator that can provide a positive seal and allows you to change to the appropriate canister when working with different harmful vapors or irritants
- For your protection, please wear short sleeve shirts and closed-toe shoes in the shop. Remove jewelry, tie back long hair, and remove loose clothing that may get caught in machinery
- Do not operate any tools while under the influence of drugs, alcohol, medication, or lack of sleep
- NEVER work with power tools alone in the shop - buddy up
- If you don't know how to use it, PLEASE ASK! Re-read the Safety and Basic Use class handouts - they have a lot of step-by-step information. Check out the equipment manuals. Ask a friend
- If you broke it, log it so it can be repaired (Repair/Request/Removal Form, near the entry door)
- Clean up after yourself - leave the shop cleaner than you found it. Attaching the shopvac to the power tools will significantly cut down on the sawdust

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- Wipe down all tools you use and put them back where they go. If you don't know where they go, place in the box on the right corner of the main workbench
- Need a tool that we don't have (or the one we have isn't working) - let the Shop Manager know on the Request/Repair/Removal Form, near the entry door)
- Supplies and materials are your responsibility. Need paint, sand paper, drill bits - these are considered disposable, so, you should bring your own
- If something isn't cleaned up, is broken, or not functioning properly when you come to use the shop, please let the Shop Manager know
- There is limited space behind the stairs for storage of your project in process, please remove your stuff when your project is finished. Personal property is not to be stored anywhere in the shop
- Use all tools as designed to avoid possible injury or damage to the tool
- Do not over reach, and be sure your work is properly held down/supported
- You are welcome to borrow tools for use at your lot - PLEASE sign the tool out and in.
- Projects should be stored in the shelving unit up in the loft. BE SURE your Name and Lot Number are on your project
- Lockers are provided for temporary use while you are working on a project in the shop. Please sign up for a locker and vacate it as soon as your project is finished
- DO NOT leave anything in the shop that is not labeled - it will be removed. The Shop is NOT a storage area for your personal belongings