Shop Safety Rules

Never work alone. Follow your shop's after-hours policy.

Never use machinery without the approval of the supervisor and completion of training.

Never use damaged or malfunctioning equipment.

Never talk to or touch the machine operator.

Never allow student use of power machinery without the shop supervisor or a monitor present. Undergraduates must check in with monitor upon arrival.

Never use a cell phone or personal music player. Store them at the entrance to the shop prior to working. Loud music is prohibited.

Never work if you are tired. Take frequent breaks to stay alert.

Never use compressed air greater than 30 psi pressure for cleaning equipment. **Never** use compressed air to clean skin or clothing.

> ## Shop Supervisors and Monitors May Prohibit Shop Access or Machinery Use for Any Reason

Always complete general and shop-specific training before using facility.

Always understand your operation before you begin or ask the shop supervisor for help.

Always wear personal protective equipment (PPE), including glasses or face protection.

Always remove jewelry before working—including rings, necklaces, bracelets, and watches.

Always secure loose clothing, hair, jewelry, and lanyards that carry identification badges or any items that could be caught in moving parts and could draw you into machinery. This includes, but is not limited to scarves, religious and non-religious headgear, long hair and beards.

Always use all guards and shields. They must be secured prior to operating equipment.

Always check wood for screws or other embedded metal objects.

Always clear dust and debris before and after machine use.

Always keep aisles, exits, and access to emergency equipment clear.

Always immediately report all problems or concerns to the shop supervisor or monitor.

Emergency Information

911 or 512-471-4441
Medical—Police—Fire

512-471-3511
Environmental Health and Safety

512-471-4647
HealthPoint—Occupational Health

Environmental Health & Safety   512-471-3511 | www.utexas.edu/safety/ehs/

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UNIVERSITY OPERATIONS
THE UNIVERSITY OF TEXAS AT AUSTIN