

WISCONSIN STRUCTURES AND MATERIALS TESTING LABORATORY

SAFETY RULES

To be granted the privilege of using the Wisconsin Structures and Materials Testing Laboratory, you are required to be familiar with, and to observe, these safety regulations. Violation of any safe working methods or these safety rules may cause the loss of Laboratory use privileges, or disciplinary action.

Faculty investigators and students are to assume primary responsibility for safety compliance in projects they are conducting in the Wisconsin Structures and Materials Testing Lab. Projects involving large/heavy structures will have a **Safety and Disposal Plan** in place and approved by the Lab Manager or Lab Director before resources are allocated in the lab. The Lab Manager and/or the Lab Director will intercede in any observed situation deemed unsafe and reserve the right to restrict access to the Laboratory or power tools for lack of compliance with these safety rules.

1. Good housekeeping and clean and orderly work areas and equipment are fundamental to accident and fire prevention.
 - i) Assigned work areas and equipment are to be **CLEANED** and placed in order by each user at the end of each work period. **RETURN TOOLS TO THE CABINETS WHERE YOU ACQUIRED THEM SO THAT OTHER USERS DO NOT HAVE TO SEARCH THE LAB TO LOCATE THEM.**
 - ii) **If you will generate dust, cover sensitive electronic equipment. Consider working outside if work will generate dust or fumes.**
 - iii) **Keep walkways clear of obstacles.** Access to outside doors must be maintained at all times.
2. Horseplay of any kind is forbidden.
3. **You are not to operate equipment for which you have not been cleared for use by the Lab Manager. This includes the forklift, overhead crane and hydraulic test equipment.**
4. There must be at least two individuals present at all times within the Laboratory when power equipment is used or heavy equipment is moved. This also includes use of the masonry saw and working on large-scale tests.

5. There must be at least two individuals always present within the Laboratory after 4:00 pm or on weekends/holidays. This does not include use of 1341C for desk work.
6. No use of power equipment or cutting tools such as masonry saw, test frames, or overhead crane after 4:00 pm or on weekends/holidays unless cleared by the Lab Manager or Director and supervised by the Lab Manager while in use.
7. **All accidents, including minor injuries and all hazardous conditions, are to be reported immediately to the Lab Manager or the Director , and filed with COE Safety <https://safety.engr.wisc.edu/>.**
8. Eye protection and hardhats are to be worn at all times by all individuals while working in the lab. Goggles should be worn when sulfur capping or mixing concrete with motorized mixers.
9. Face shield, hard hat, and ear protection are to be worn when using the masonry saw or grinders.
10. Ear protection is to be worn when using cutting tools or when excessive noise is created. Ear buds do not count as ear protection.
11. Dust masks should be worn when work creates dust due to aggregate shoveling or other processes.
12. Steel toe shoes or steel toe caps are to be worn when moving heavy equipment.
13. Sulfur capping compound melting pot should be in the fume hood or outside the lab when in use to reduce the buildup of sulfur gas in the lab. **GOGGLES, LONG SLEEVES and GLOVES REQUIRED. Clean up work area after use!**
14. Jewelry, ties and clothing which, in the opinion of the Lab Manager, is hazardous must not be worn while working with machinery in the Laboratory. **ALL USERS MUST WEAR FULL SHOES (NOT SANDALS) AND AT LEAST A SHIRT AND FULL-LENGTH TROUSERS.** Long hair must be held back securely with a head band or a net. Medallions or jewelry hanging from the neck must not be worn.
15. Machine guards are to be in place and in use at all times when equipment is in operation.
16. Compressed air is not to be used to blow debris off equipment, clothing or work areas.
17. Hand tools are to be used only for the purpose for which they were designed.
18. Defective tools or safety equipment must not be used. Turn them in for replacement.