

Built Environment Innovation Lab Policy

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Safety and Space

- All users of this space **MUST complete the safety course through D2L before using the lab.** If you need to complete the safety course, see one of the staff members to get enrolled.
- Proper attire must be worn at all times when in the lab. Safety glasses and closed-toed shoes must be worn. Loose clothing and hanging jewelry must be tied back.
- Do not walk away from any tool while it is running.
- The lab has no long-term material storage. At the end of each semester, leftover material will be taken out of the lab.
- This is a workspace for both the Construction Management students and the Architecture students. The lab cannot be used as a long-term storage for projects or as a long-term workspace. There is some storage under the workbenches for small projects, but large projects need to be removed after working on them.
- If assistance is needed or you are uncertain about an operation that can be done in the shop, ask lab staff. We are here to help.
- The lab may be closed occasionally due to class reservation. See signage outside of lab for up to date information.
- Faculty are required to be present in the lab when the space is scheduled for their class.

General Shop Usage

- Pressure treated wood is **NOT** allowed in the shop.
- Concrete work and metal work must be done behind the shop. Ask staff before starting as there is setup in order to be able to do this.
- Users are required to be available to clean the CNC once their job is complete. Please see the CNC procedure document for full details.
- Make sure to clean up after space and tool usage in the lab. Return tools to their proper location after use.
- Make sure the tables get covered when doing operations that will damage the tables from their original state.