MEEN Machine Shop Safety Rules

• Wear safety glasses at all times.
• Remove and put up all jewelry before using the machines.
• Wear long pants, close-toed shoes and preferably a short sleeve t-shirt.
  • Sleeveless shirts are NOT allowed.
  • Long sleeve shirts MUST have sleeves rolled up.
• No jackets or hoodies (even if the sleeves are rolled up).
• Long hair must be put up, or pony tail tucked inside back of shirt.
• **DO NOT** use gloves while using the machines. Only time gloves should be worn is when handling/moving material, or welding.
• Pay attention to your surroundings before you start and while you are working.
• Never touch a moving tool/part
• Keep floor and machine clean: clean up chips, oil and cutting fluid.
• Ask. Don’t guess.
• Always use a brush to clear chips from part or machine, **DO NOT** blow them with the air gun or use your hand.
• Before you start working with a tool, double check that your tool and part are mounted securely.
• Keep hands and other tooling at least 12” away from your cutter and work piece while working.
• **MANDATORY:** When you are finished working on the machine or in an area, put away your tooling and clean up the machine/area that you were in. Sweep up the floor and brush down the machine removing all chips and oils from machine and floor.