

Advanced Digital System Design Lab Safety Policies

Building 32, Room 208

Students and academic personnel should note the following policies regarding this laboratory

1. **Personal Protective Equipment (PPE):** All students, faculty and other University personnel must wear appropriate PPE to include eye protection (safety glasses and/or goggles), hearing protection, and any other protective equipment deemed necessary by the University. Potential hazards in this laboratory include electric shock, electrical fire, soldering flux fumes, and electrical burns.
2. **In the event of an emergency, call Public Safety immediately at: 202-274-5050.**
3. Ensure you are fully aware of posted laboratory evacuation procedures.
4. Make sure you know the location and how to use all laboratory safety equipment, including first aid kits, fire extinguishers, eye wash stations, and/or safety showers.
5. **No student is permitted to work alone or unsupervised** in the laboratory at any time. Hours of laboratory operations will be established between faculty, academic personnel, and students – and will be posted at the entrance to each laboratory.
6. Students are not permitted to use any lab equipment without completing mandatory training on the safe and proper use of all equipment.
7. Always power down the electrical and mechanical equipment and disconnect power cords from outlets at the end of the day.
8. Do not wear rings, watches, jewelry or any loose or hanging clothing while using electrical or mechanical equipment or devices.
9. **No food or drink** is allowed in the laboratory at any time. **No eating or drinking.**
10. The Laboratory should be kept well organized and neat all the time. Everyone must clean up after work and help arrange scattered things in proper places.
11. Laboratory should remain locked at all times when not being used.

Pablo E. Sanchez Guerrero, M.Sc.
Laboratory Engineer
School of Engineering and Applied Sciences
University of the District of Columbia
Building 42 Room 212-I
Tel: 202-274-6419
Email : pablo.sanchezquerrer@udc.edu

Ludwig C. Nitsche, Ph.D.
Associate Dean
School of Engineering & Applied Sciences
University of the District of Columbia
Building 42 Room 212-T
Tel: 202- 274-5082
Email: Ludwig.Nitsche@udc.edu

Reviewed/Approved February 2021:



Alex R. Bako
Director of Risk Management
Office of the General Counsel
University of the District of Columbia
Tel: 202-274-7482
Email: alex.bako@udc.edu