

## Closure Lock-up Certification

Student:
Certifier:
Date:
<b>Version:</b> 0.2.0 - 2025-01-02
Training Check-Off List:
Doors and Lights
☐ All lights shut off
<ul> <li>□ Foyer/Christmas lights OFF</li> <li>□ Reception</li> <li>□ Mezzanine</li> <li>□ Computer Lab</li> <li>□ Fiber Arts &amp; Studio Spaces</li> <li>□ Electronics</li> <li>□ Jewelry</li> <li>□ Woodshop</li> <li>□ Metalshop</li> </ul>
□ Back door closed/secured/make sure it is pulled shut □ Woodshop side door closed/secured - switch in LOCK position and locked w/ deadbolt □ Overhead door closed □ All interior doors closed/secured □ Front/Main door closed/secured - switch in LOCK position  Equipment Checklist  Fiber Arts
☐ Irons are unplugged  Electronics
<ul> <li>□ Laser cutter switched OFF</li> <li>□ Laser cutter Fume Extractor switched OFF</li> <li>□ 3D printers switched OFF IF a print is NOT in progress.</li> <li>Jewelry</li> </ul>
<ul> <li>□ Acetylene torch closed - upper valve turned all the way to the RIGHT</li> <li>□ Torch vent turned OFF</li> <li>□ Pickle pot unplugged</li> </ul>

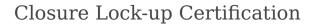
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☐ Large bench shear locked – Red pin is in place (the handle will not move if locked correctly)
Metalshop
☐ Lights off
$\hfill \square$ Welding tanks are closed – upper valve turned all the way to the RIGHT (needles should be putting down)
☐ Compressor and compressor cooling fan are turned off
☐ Hoses hung up neatly
Woodshop
☐ SawStop table saw is switched off and blade is down
$\square$ Look for other small lights that might be on (desk lamps, light on chop saw)
$\hfill \square$ Wood shop doors are fully closed, the door to out side MUST BE deadbolted (needs to be vertical)
☐ Air filters can remain on
☐ Check the dust collector barrel. If it is more than halfway full (past first porthole), notify Woodshop Lead at: [email protected] (/cdn-cgi/l/email-protection#25524a4a41564d4a55654649445740484a4b5148444e405756554446400b4a5742)
During Un-Staffed Hours:
$\hfill \Box$ Even when all lights are turned off there are "emergency" lights that stay on so you will not be in the dark
$\square$ All interior doors must remain closed during un-staffed and extended hours (ie. no propping of doors).
☐ Front door must remain locked at all times after 9pm.
$\square$ You are obligated to operate equipment safely and responsibly, especially at hours when you may be the only one on site.
☐ You are encouraged to carry a cellphone at all times in the event that you need to cal emergency services.

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Date
Date



Certifer: Please scan this QR Code to email info@claremontmakerspace.org, and include a list of students who have passed this test.

Then, return this form to the front desk (even if the student failed!).

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