

# Closure Lock-up Certification

**Student:** .....

**Trainer:** .....

**Date:** .....

**Version:** 0.1.0 - 2020-11-03

Certification for:

## Training Check-Off List:

### Doors and Lights

- All lights shut off
  - Foyer
  - Reception
  - Mezzanine
  - Computer Lab
  - Fiber Arts & Studio Spaces
  - Electronics
  - Jewelry
  - Woodshop
  - Metalshop
- Back door closed/secured
- 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

- Laser cutter switched OFF
- Laser cutter Fume Extractor switched OFF
- 3D printers switched OFF **IF a print is NOT in progress.**

#### Jewelry

- Acetylene torch closed - upper valve turned all the way to the RIGHT
- Torch vent turned OFF
- Pickle pot turned OFF AND unplugged
- Large bench shear locked - Red pin is in place

#### Metalshop

- Welding tanks are closed - upper valve turned all the way to the RIGHT
- Compressor and compressor cooling fan are turned off

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## Woodshop

- SawStop table saw is switched off
- 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#7c0b1313180f14130c3c1f101d0e1911131208111d17190e0f0c1d1f1952130e1b]

## During Un-Staffed Hours:

- 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.
- 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 call emergency services.

**Pass/Fail:** .....

**Comments:**

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**Student Signature:** ..... **Date** .....

**Certifier Signature:** ..... **Date** .....



Certifier: Please scan this QR Code to email [info@claremontmakerspace.org](mailto: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!).