

FabLab New User Orientation Check List

* UMCP users must complete the online “Chemical Hygiene Training Program for Chemical Workers” and successfully pass a quiz at the end. This program is located on the UMCP Department of Environmental Safety web site, [www.des.umd.edu](http://www.des.umd.edu). Outside users must have completed similar training and be approved on a case-by-case basis by FabLab staff.
* All users must read and understand the following documents. They can be found at: <http://www.nanocenter.umd.edu/fablab/documents>
	+ FabLab Chemical Handling Practices and Procedures
	+ Clean Room Protocols
* All new users must complete a one hour in-lab orientation with one of the FabLab staff. This orientation will cover:
* FabLab Rules and Regulations
	+ Buddy System
	+ After Hours Access
	+ MSDS Sheets
	+ Procedure for Introducing New Materials and Chemicals
	+ Cleanliness in FabLab
* Gowning Instruction
* Chemical Handling and Wet Bench Protocols
* Alarms/Response and Evacuation Procedures
* Disposal of Waste Solvents
* Process for Reserving Tools/Tool Training

I have read and understood the documents listed above and have completed in-lab training with a FabLab staff member

Name (Print)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Trainer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_