School of Mechanical Engineering
Student project Safety Induction

Student's Name:		
Student Number:		tel:
Lab Manager:	Adrian Keating x3098	
Relevant Labs:	G.19 (Mechatronics)	G.21 (Robotics) (cross through if not applicable)
Keys Required:	G.19 ☐	G.21 ☐ .

This safety induction permits the inductee to access the specified laboratories or work areas and to and carry out the assigned tasks without supervision.

Project Outline

Induction Outline

- Projects run during 2nd semester, for one- semester and extensively utilize laboratory facilities in G19.
- Students may work alone during the day, but are required to work in teams of at leats 2 after hours
- Lab access will be for the purpose of 1) completing laboratory assignments, 2) completing project work.
- Project work may involve one or more of electrical, pneumatics, hydraulic or rotating equipment hazards.
- Laboratory work involves access to soldering irons and interface to the FieldPoint bus
- Operation of pneumatic, hydraulic or rotating equipment is not permitted without additional safety training
- You must follow the direction of all staff. If asked to leave you must do so immediately.

Induction Checklist G.19

- ☐ Electrician required for all high voltage wiring
- ☐ Compressed air risks, hot soldering iron risks
- ☐ Water in taps not drinkable, drinking water outside
- ☐ Obligation to clean up and keep lab tidy
- ☐ Procedure for loaning – equipment / books
- ☐ Rotating equipment: additional induction required
- ☐ Enclosed footwear required
- ☐ Safety glasses in the lab
- ☐ Duty of care
- ☐ Documentation of incidents
- ☐ Reviewing of Lab and safety procedures
- ☐ Labelling of projects
- ☐ Dealing with faulty equipment
- ☐ Fire extinguishers, Assembly point in car park
- ☐ Visitors to lab – procedure and precautions
- ☐ Soldering and wiring
- ☐ Use of and care for hand tools
- ☐ Working alone procedures
- ☐ MSDS (Material Safety Data Sheets)
- ☐ Bags in the lab
- ☐ UWA emergency number
- ☐ Training for rotating equipment
- ☐ Location of first aid kit
- ☐ No food in the laboratory
- ☐ Cleaning and the roster

Induction Checklist G.21 (in addition)

- ☐ G.21 roller door
- ☐ 3 phase AC, Cables on floor
- ☐ Robot enclosure, emergency stop, reset, jogging
- ☐ Working alone precautions
- ☐ Hydraulic oil, floor slip hazards
- ☐ Heavy lifting
- ☐ LOL server computer, robot control computer

The undersigned student has received and understood all the necessary information, instruction and training to carry out the allocated task safely, and to work alone if required in the laboratory(ies). The project has been properly assessed by the supervisor for compliance with all School and UWA procedures and legal responsibilities. Where significant risks have been identified, a written Risk Assessment Report has been completed. Any changes to the work method or deviation from procedure will be brought to the project and areas supervisor's attention.

Area Supervisor's Signature…… Date……..

Student's Signature…… Date……..