

Please download this form, print, sign, and return to Rossum Rumlbers Club officers.

Name (Print): _____ Date: _____ ASU ID: _____



Rossum Rumlbers Code of Conduct

I, _____ wish to join the Rossum Rumlbers Robotics Club and I understand that by doing so, I am becoming part of a privileged organization and as such, I am becoming a representative of the club to the rest of the ASU community as well as the general public.

Initial the following:

_____ As a representative of the club, I understand that I am held to a higher standard of behavior.

_____ I understand that as a university, a school and a club, we succeed by who we include and as such, I will do my best to help create a welcoming environment where all students and community members feel supported, and encouraged as part of a community regardless of ability, race, creed, gender, sexual identity or orientation, academic standing or age.

_____ I understand that as a club member, I have access to certain facilities, equipment and material. I understand that these are a privilege and not a right and as such can be taken away at the discretion of club or lab leadership if improper behavior is observed or reported.

_____ I have received and reviewed a copy of the Rossum Rumlbers Lab safety and usage policies and agree to abide by them.

_____ I am aware of where to find all further details and regulation descriptions, as well as critical lab documents such as SDS's and chemical inventory.

_____ I have read, fully understand and agree with the constitution and bylaws of the Rossum Rumlbers Robotics club and I choose to align myself with the ideals and mission of the club.

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Safety and Usage Policies

It is the goal of everyone involved with the Rossum Rumlbers to maintain a safe and professional working environment. We thank you in advance for respecting and following the safety procedures outlined below.

Access to the Rossum Rumlbers (SIM 153) is available to Rossum Rumlbers Robotics Club members in good standing as per the guidelines laid out in the Rossum Rumlbers Constitution available both on SunDevilSync and our website. Access is a privilege, not a right and as such can be revoked.

Prior to any lab use or lab safety trainings, the online FSO safety training provided by the Fulton Schools of Engineering must be completed.

Closed toed shoes must be worn at ALL TIMES in designated lab spaces.

Safety Glasses must be worn at all times in designated lab spaces and when using equipment in out or around the building.

Only one single operator per machine or power tool at any time.

There must be at least two members present in lab for use of powered equipment.

Individual PPE must be worn in accordance with guidelines set in the equipment's user manual and Rossum Rumlbers Safety Procedures

Secure all long hair, jewelry, clothes etc. that may become snagged, burned or entangled in equipment.

All equipment may only be operated after approved training is completed by an authorized club member, regardless of prior knowledge or training.

Equipment that requires training includes (but is not limited to)

- Dyna Myte CNC Mill
- Welder
- 3D Printers
- Sherline/Galil CNC Mill
- Bolton Lathe
- All Powered Saws
- Drill Press
- Portable Power Tools
- Soldering Reflow Oven
- Soldering Rework Station

Clean up your work area. Failure to clean work and put away tools and supplies may result in suspension of lab privileges.

Horseplay is unacceptable lab behavior and will result in immediate ejection from lab and revocation of membership privileges.

All Rossum Rumlbers tool specific safety procedures and EH&S safety procedures must be followed at all times. These procedures will be available in lab documentation.

Construction or maintenance of weapons is strictly prohibited in the lab.

Lab emergencies must be handled in accordance with the guidelines set out by ASU EHS which are posted on the wall of the lab in bright red and yellow.

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Familiarize yourself with fire extinguisher, first aid kit, and emergency phone locations as well as emergency exits.

The lab has certain consumable materials and supplies that are not simply free to use but can be made available to members at the discretion of the quartermaster.

The Rossum Rumblers has a limited number of lockers that can be reserved for the term of one semester. The only permissible locks that may be used on lockers are the ones provided by ASU and the Rossum Rumblers. Other locks will be immediately removed and unclaimed contents will be disposed of or donated to the club.

Lockers are not suitable for flammables or other volatile/hazardous chemicals.

ASU and the Rossum Rumblers reserve the right to inspect the lockers at any time for any reason.

All ASU policies and regulations are required to be adhered to in the building.

Thank you for helping us maintain a safe and clean work environment so we may continue to show that a student led and regulated work space can be a safe, efficient resource.

Please report all broken or non-functioning tools and equipment to the quartermaster.

For after-hours facilities related emergencies, please call the ASU PD Non-emergency line.

ASU Polytechnic Police Department - (480) 965-3456

Handling of Hazardous Chemicals and Combustible Materials-

- Hazardous chemicals and materials must be stored in approved containers and inside the Flammables Cabinet when not being used
- All items stored must be stored inside the Cabinet according to their Material Safety Data Sheet (MSDS) specifications
- MSDS sheets will be made available adjoining the Cabinet, according to current stock
- Materials from the Flammables Cabinet shall not be used without at least two members present
- Misuse of Hazardous Materials and Combustibles in any way will result in immediate removal from the lab space
- Volatiles/hazardous chemicals and substances will not be used without proper ventilation and Personal Protective Equipment (PPE), per the MSDS for that substance
- Use of materials from the Cabinet is at the discretion of the Quartermaster
- Open flames are not allowed inside the building

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Waiver of Liability, Assumption of Risk, and Indemnity Agreement

Waiver:

In consideration of permission to use, today and on all future dates, the property, facilities, staff, equipment and services of the Rossum Rumlbers, I, for myself, my heirs, personal representatives or assigns, do hereby release, waive, discharge, and covenant not to sue The Regents of Arizona State University, its directors, officers, employees, and agents, and the members of the Rossum Rumlbers Robotics Club or the Rossum Rumlbers from liability from any and all claims including the negligence of the Rossum Rumlbers resulting in personal injury, accidents or illnesses (including death), and property loss arising from, but not limited to, participation in activities, classes, observation, and use of facilities, premises, or equipment.

Assumption of Risks:

This use of club property, facilities, staff, equipment, and/or services carries with it certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. The Rossum Rumlbers has facilities for and provides for activities such use of hand and power tools and other shop equipment. Some of these involve situations, environments, or activities that may lead to illness, physical injuries, and psychological stress or damage.

The specific risks vary from one activity to another, but the risks range from 1) minor injuries such as scratches, bruises, sprains, and embarrassment 2) major injuries such as joint or back injuries, heart attacks, head injuries, and psychological trauma 3) catastrophic injuries including paralysis and death.

I have read the previous paragraphs and I know, understand, and appreciate these and other risks that are inherent in the activities made possible by the Rossum Rumlbers.

I hereby assert that my participation is voluntary and that I knowingly assume all such risks.

Indemnification and Hold Harmless: I also agree to INDEMNIFY AND HOLD The Regents of Arizona State University and the members of the Rossum Rumlbers Robotics Club or the Rossum Rumlbers HARMLESS from any and all claims, actions, suits, procedures, costs, expenses, damages and liabilities, including attorney's fees brought as a result of my involvement at and to reimburse them for any such expenses incurred.

Severability: The undersigned further expressly agrees that the foregoing waiver and assumption of risks agreement is intended to be as broad and inclusive as is permitted by the law of the State of Arizona and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

Acknowledgment of Understanding: I have read this waiver of liability, assumption of risk, and indemnity agreement, fully understand its terms, and understand that I am giving up substantial rights, including my right to sue. I acknowledge that I am signing the agreement freely and voluntarily, and intend by my signature to be a complete and unconditional release of all liability to the greatest extent allowed by law.

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Photo and Recording Release

I grant permission to the Arizona Board of Regents, a body corporate, for and on behalf of Arizona State University, and its agents and employees (ASU), the absolute right to use, not use, reuse, publish, republish and make derivative works of, all or any part of photographs and/or motion pictures and/or voice recordings and/or written/spoken statements taken of me on the date(s) and at the location(s) listed below (the Photos/Recordings), in any media now or hereafter known, including the internet, for the purpose set forth below, and for any related ASU purposes, including illustration, promotion, art, editorial, and advertising, without restriction.

I waive any right to inspect or approve the Photos/Recordings, or any uses thereof, now or in the future, and I waive any right to royalties or other compensation arising from or related to the use of the Photos/Recordings.

I release and discharge ASU of and from any claims, demands, and damages that may arise from or related to the use of the Photos/Recordings, including any claims for libel or violation of any right of publicity or privacy, and including any re-use, distortion, blurring, alteration, or use in composite form. It is in the discretion of ASU to decide whether and how to use the Photos/Recordings.

This Release will be binding upon me and my heirs, legal representatives, and assigns.

Unless my parent or guardian signs where indicated on the signature lines below, I certify that I am 18 years of age or older, and I am competent to contract in my own name. I have read this Release and I fully understand the contents, meaning, and impact of this Release.

For subjects of the Photos/Recordings who are under 18, this Release must be signed by both the minor subject and his/her parent or guardian. By signing, the parent or guardian attests that he/she is competent to contract in her/his own name, has read this Release, and fully understand the contents, meaning, and impact of this Release.

I have read and understand the above risk, liability, and safety rules for the Rossum Rumlbers Robotics.

Student Print Name

Print Name

Student Signature

Signature of Parent/Legal Guardian if under 18

Date

Date