

School of Art - DH C316A

Safety & Installation Guidelines

The intention of this policy is to convey best practices for this critique space, and to encompass the health, safety, security and welfare of members of the School, the University community and the viewing public. The School of Art Studio & Space Policy functions in tandem with this document.

YES - Always:

- Ideally, it is best to not work alone.
- If installing higher than arm's reach, please use a ladder. When using a ladder, ask someone to spot you by holding the ladder secure while you install your work.
- Always follow safe ladder usage procedures:
https://www.osha.gov/Publications/portable_ladder_qc.html
- Extension cords must be entirely attached to the floor with tape. Tape is to be completely removed when done.
- When using sound, use moderate to low volume or provide headphones when possible.
- Leave a clear path to the exit.
- Restore display walls after removing installation: remove nails, tacks, tape and signage; patch holes, sand and paint.
- Basic restoration supplies are on-site. Please alert Operations Manager when supplies are running low.

NO - Never:

- Whenever possible, please do not work alone.
- Do not hang anything from sprinkler pipes, ceiling cable trays or electrical tracks.
- No nails/holes in ceilings or floors.
- Do not paint ceilings or floors.
- No exposed electrical wires – use electrical tape.
- No candles, fuel lamps or other types of open flames.
- Do not leave light bulbs on indefinitely – this is a potential fire hazard.
- Do not use uncontained water, rice, marbles or any other materials on floors that would cause a person to slip.
- Do not use spray paint, fixative, spray-mount or any other aerosols other than in the D sub level spray booth.
- Processes that create high levels of toxic fumes must not be used. No inks, paints, solvents or toxic chemicals can ever be used in or rinsed down the sinks or drains.
- Chemicals specifically prohibited by faculty may not be used.

View room availability: <http://www.cmu.edu/art/calendar/shops.html>

Students may reserve via Kellie Hames, Print Technician, khames@cmu.edu.

Faculty may reserve via Google Calendar.