

~ FABRICATION ~



CASTING

OPERATING INSTRUCTIONS

INTRODUCING



ENAMEL

the



HOT LAB H&S



Hot Lab

Access Level 1 – Student Use AFTER Induction

Access Level 2 – Student Use WITH Supervision

Access Level 3 – Student Use WITH Counter-Signed PASSPORT of Supervisor or Instructor

Area dedicated to using wax, enamel and electroplating

PPE Basic

- Suitable work coat (provided)
- Eye protection – goggles, rated to BS/EN166 (provided)
- Gloves (provided)
- Face mask to be worn when using the larger kilns (provided)
- Hair tied back, no loose accessories
- Appropriate footwear, no sandals etc
- No flammable equipment or flammable clothing

What to do before use

- Receive an induction into the area and use of machinery/equipment
- Make sure area is available for use (Open access)
- Inform a member of staff before starting work
- Know and familiarise where the Fire blanket is and fire alarms
- Know and familiarise where the Emergency Gas shutoff is
- Know and familiarise where the Emergency Exits are
- Visual check of PPE and equipment related to the area you are working in and report any damage/faults to a member of the technical staff
- Know and familiarise the Health and Safety Checklist

How to use the area

- Remember this is a shared space and you have a duty of care for others in this area.
- Never interrupt anyone whilst they are involved in a project – including machine and hand tool operation – wait until the person you wish to speak to acknowledges your presence and is free to enter into discussion – if the need to obtain a person’s attention is for emergency or safety reasons then please do it in a way that is safe to you and the person you need to talk with.
- No food and drink allowed
- No running
- Keep bags and clothes in the appropriate places
- Use the appropriate PPE
- Electroforming to be carried out with a technical member of staff only
- Use fume extraction for wax, electroforming and burning off ceramic transfers
- Use dust extraction when sifting enamel powder or using dry enamel, do not create enamel dust by blowing or brushing dry enamel into the air.
- When using enamel wash your hands regularly
- Wipe down surfaces keeping them free from enamel spillages
- Do not put wax directly down the sink use the plug and then remove collected wax from the sink before draining away
- Be aware of hot surfaces and where necessary indicate by using signage
- Return all equipment to the correct place and leave in a tidy condition
- Students **MUST NOT** bring in their own chemical compounds or materials **UNLESS** they have been cleared as ‘safe’ for storage within the existing storage cabinets and an appropriate Data File on the material is held by the department

Fire Safety

- Familiarise yourself with all fire exits
- Familiarise yourself with all fire alarm points
- In the event of a laser cutting fire, lift the lid and hit the red emergency stop button
- Raise the alarm
- Do not tackle a fire that is out of hand
- Do not use fire extinguishers unless trained or absolutely necessary
- Evacuate the building using the closest fire exits

- **Do not alter your route in order to collect belongings**
- **Encourage others to leave and guide visitors**
- **Assist those with sensory/mobility impairment**
- **Close doors behind you**
- **Move a safe distance away from any building**
- **Stay out until told it is safe to re-enter**

Other

- **Please notify a member of staff if you are experiencing other medical concerns, ie asthma, eczema, pregnancy, back problems**

Date

I verify that I have read and understood the information detailed within this document

Name

Signature