Safety Rules – Advanced Computer Structure Lab

Important phone numbers:

- In case of emergency or suspicious object identification, contact the University emergency unit (24/7 service) at phone number 03-6408222 or simply 8222 from a university landline. (when the university phone service is down use 03-6425380)
- University security emergencies: 03-6405555 (24/7 service)
- The university health clinic: 03-6415818 (8:00 to 18:00 only)
- Israel Police: Dial 100 from any phone.
- Israel Ambulance Service: Dial 101 from any phone.
- Israel Fire Department: Dial 102 from any phone.

General safety inside the lab:

1. Entrance to the lab is permitted only with the lab engineer.
2. The students should always follow the guidelines and instructions of the lab engineer.
3. Entrance to the laboratory is permitted only with closed-toed shoes. Bare feet or open shoes (front or back) or sandals are not permitted.
4. Entrance to the lab is allowed only for students registered in the course.
5. Check the location of emergency buttons and emergency equipment at the beginning of the experiment.
6. Observe and follow signs and warning signs.
7. In the laboratory there is a first-aid cabinet. You should know its location.
8. It is forbidden to eat, drink, smoke or any other activity in a laboratory unrelated to the experiment.
9. Do not obstruct the passages.
10. Do not bring batteries of electric vehicles (bicycles, etc...) to the lab. It is strictly forbidden to charge batteries of vehicles in the lab.
11. Do not leave a portable device in the laboratory charging and unattended. You may charge if there is a free electrical outlet. Do not disconnect laboratory equipment.
12. Bicycles (or any other means of transport) should be kept outside the lab area.
13. The workstation should be kept clean and orderly when the lab is finished.
14. Keep away any flammable materials and detonators from electrical devices.
15. A student who has not undergone training on the Lab equipment is not permitted to work. In case there is still uncertainty regarding proper work with certain equipment, consult the lab engineer.
16. Do not touch any equipment that is not included in the experiment setup.
17. Do not leave an ongoing experiment unattended.
18. Any danger or damage should be reported immediately to the lab engineer. Do not try to repair the equipment.
19. Do not remove any equipment, test leads or cables from any position to another without the lab engineer's permission.
20. Do not use a damaged power cord or plug / socket. Please report it to the lab engineer, and ask for a replacement.
21. Do not use an appliance that is not working properly, dropped or damaged.
22. The test board in the experiment should be safely placed at the workstation.
23. Cables and electrical equipment must be protected against mechanical damage.
24. Before you leave the Lab, at the end of the meeting you must clean-up and turn the equipment in its initial state.
Electrical safety

- **Never do not try to fix or repair any electrical or mechanical problem by yourself! Always notify the lab engineer!**
- Use only the external operating switches which are intended for use.
- In any case of equipment failure, report it immediately to your lab engineer.
- In case of a sudden power outage, students are not allowed to turn on the Main switch. This is in the authority of the lab engineer!
- The Lab is equipped with two emergency red buttons which cut off the power supply in the entire lab. Use them in case of electrical shock, smoke or other emergency.

Fire safety

- The labs are equipped with fire extinguisher and first aid cabinet - know their location.
- The fire should be extinguished only if we are confident that we will be able to control the fire – otherwise we should evacuate and notify the emergency services.
- The building has several emergency exits, know where they are!
- In case of emergency that requires evacuation, all must evacuate immediately through the nearest emergency exits, in any such case do not use the elevator!