



RULES FOR USING THE LABORATORY OF DESIGN, FASHION AND MATERIAL TECHNOLOGIES

Room 010 in Building WAIWIZ is designated for students of the Illumination WAPP Scientific Circle and for student work on projects carried out during the Research Studio: Architecture and Applied Arts classes (3rd semester, 2nd cycle).

1. The functioning of the Laboratory is based on rules set by the Laboratory Supervisor and approved by the Dean of the Faculty.
2. All persons (**minimum of two**) present in the Laboratory are required to comply with the provisions of this regulation, general health and safety (H&S) regulations, fire protection rules, and to maintain order and discipline.
3. Entering the Laboratory in outerwear and bringing in large bags, briefcases, backpacks, or suitcases is strictly prohibited. Outerwear (especially if wet), large luggage, umbrellas, etc., must be left in lockers in the corridors.
4. Bringing and consuming food or drinks (in any form) in the Laboratory is prohibited.
5. During classes, students are required to use protective clothing (e.g., protective gloves) at the request of the Laboratory Supervisor.
6. Sewing machines must be used in accordance with the operating instructions specific to each type of machine and only with accessories recommended by the machine manufacturer. **Machine users are required to be familiar with and adhere to the instructions for each machine.**
7. Sewing machines and other equipment available in the Laboratory must be used strictly for their intended purposes.
8. Repairs of machines and equipment – including replacing light bulbs – may only be performed by authorized technical personnel.
9. Before beginning work, every user is obliged to check the technical condition of the machine they intend to use. Machines that show technical faults, damaged electrical cords, or other defects in electrical components must not be used. Any such issues must be reported to the technical staff.
10. When undertaking work that causes the emission of fumes, odors, or smoke (e.g., gluing, spray painting), proper ventilation must be ensured (e.g., by opening both sets of doors).
11. When using hot glue guns, users must follow the manufacturer's instructions and exercise particular caution due to the risk of fire, electric shock, bodily injury, or material damage.
12. When using an iron, users must follow the manufacturer's instructions and exercise particular caution due to the risk of fire, electric shock, bodily injury, or material damage.

13. All tools and equipment used during work must be in good working condition. Damaged or faulty tools must be withdrawn from use.
14. Work must not be carried out in a manner that poses a risk to others or that could damage the equipment or furnishings.
15. All individuals present in the Laboratory and performing work are responsible for maintaining order and cleanliness.
16. Fabric scraps and other materials must be stored in previously designated locations that do not pose a fire hazard.
17. Sharp tools (such as utility knives, scissors, needles, pins, etc.) must be handled with care to avoid accidental injury.
18. Cutting of all materials (fabrics, cardboard, plastic, foam, etc.) on table surfaces is only allowed when a protective cutting mat is used to prevent damage to the tabletop.
19. All individuals present in the Laboratory are financially responsible for any damages caused to the property. If the responsible person cannot be identified, the entire group will be held accountable.
20. During work, users must observe basic safety rules when working with electrical devices.