



Rev. 3.20.24

Mill Hollow Heritage Association Safety Policy

Chase's Mill strives to provide a safe, productive and fun work environment. Users of the facility must obey all posted signs and literature pertaining to safe use. Use common sense at all times with respect to safety, and diligently observe all policies and procedures for the safe use of our facilities.

These include, but are not limited to, policies and procedures relating to securely locking up our facilities, appropriate shop clothing and protective gear, techniques for safe equipment use, material-specific precautions for equipment and machine tool lockouts. Maintain a clean and clutter free workspace, dispose of all waste and return all tools to their dedicated storage location when finished with work.

No volatile organic compounds (VOC) are allowed at Chase's Mill. You are encouraged to seek out alternatives to the use of VOC's including hardware and other materials.

Firearms. No guns may be brought into the Mill buildings or onto the property of the Mill.

Equipment Safety & Use: Safety glasses must be worn at all times while in the Woodworking Shop and while using all equipment and tools anywhere in the Facility. Do not use any tools, equipment or machinery if you are not trained, and comfortable with that piece of equipment. The operation of tools, equipment and machinery is at your own risk. Report any malfunctioning equipment to Chase's Mill staff immediately and do not use any equipment that is not functioning properly. Equipment may not be removed from Chase's Mill property. All tools shall be returned to their proper location after use.

In Case of Emergency: First aid kits, fire extinguishers and eye wash stations are found on the shop floor and upstairs. Familiarize yourself with their location. If an injury occurs, notify Chase's Mill staff or a volunteer immediately. In the event of an emergency or for immediate medical attention call 911.

Shared Safety: Please stay on the lookout for unsafe behavior and approach and offer feedback to fellow users if you believe they are working unsafely. Please notify staff or instructors immediately if you believe any piece of equipment or infrastructure to be unsafe. All users must comply immediately with instructions given by staff and volunteers. Failure to comply may result in disciplinary procedures and could result in the revocation of privileges. Shop access may be revoked if the Member fails to abide by safety and operating procedures or misuses any equipment.

Lost or Stolen Items: Chase's Mill is not responsible for any lost or stolen items.

No Discrimination: Chase's Mill does not discriminate because of race, color, national or ethnic origin, age, religion, disability, sex, sexual orientation, gender identity and expression, or veteran status and seeks at all times to promote an inclusive and respectful community. In the interests of safety and legal compliance, Chase's Mill may restrict access or privileges to minors under the age of 18 and may restrict access to certain fundraising or private events where alcohol is served to individuals aged 21 or over, in order to comply with applicable laws. Chase's Mill requests that members behave respectfully, courteously, and professionally to fellow members. No discrimination, harassment, or hate speech shall be tolerated.

Drug & Alcohol Use; Illegal Activity: Chase's Mill is a non-smoking facility. The use of tobacco products including e-cigarettes is strictly prohibited. The use of drugs, alcohol or any other substances impairing your ability to use any of Chase's Mill's equipment is expressly forbidden. All illegal activity is strictly prohibited. The use of drugs or alcohol or participation in illegal activity is grounds for immediate removal from the premises.

We may occasionally allow events to be hosted at our facility where alcohol is served. In the event that a private event or meeting is held, such as a fundraiser, where alcoholic beverages may be present, Chase's Mill reserves the right to denote that attendance at the event will be restricted to those with valid identification proving that they are over 21 years of age. Furthermore, in the case where an event such as this is held, we reserve the right to limit or restrict use of some or all equipment on site for the duration of the event and a reasonable period afterwards.

Publicity: By making use of our facilities, you agree that Chase's Mill has the unrestricted right to publish images of our participants and projects ongoing at our facilities, both in print and digitally.