



Member Responsibilities; Guidelines & Conduct

Fostering a Safe and Respectful Craftsman Community Maker Labs

Ensuring Safety, Encouraging Helpfulness, and Promoting Cleanliness

Welcome to the Craftsman Community Maker Labs! This community thrives on collaboration, creativity, and respect. To maintain a safe, inclusive, and productive environment, all members and guests must adhere to the following guidelines:

Safety First

1. When in doubt, don't proceed. If you are unsure how to safely operate tools, equipment, or complete a task, pause and seek assistance.
2. Preventing hazards: Members are responsible for avoiding activities that may cause harm to themselves or others. If using potentially dangerous equipment or materials, double-check safety protocols.
3. Fire safety: Do not ignite any object or material inside the building. Outdoors, only set fire to items explicitly designed or designated for that purpose.

Helpfulness is Key

4. Break it? Own it. If you accidentally damage equipment or facilities:
 - Take responsibility.
 - Inform someone if you're unsure how to repair it.
 - Avoid blaming or shaming—use this as a chance to educate and improve.
5. Ask and assist. Never hesitate to ask questions about tools, processes, or procedures. If someone asks you for help:
 - Respond kindly and informatively.
 - If unsure of the answer, find or suggest someone who can help.
6. Report violations constructively. If you see someone breaking the Code of Conduct, explain why the behavior is inappropriate and report serious or repeated infractions to the Board of Directors.

Cleanliness and Respect

7. Clean as you go: Keep workspaces tidy during use and leave them better than you found them. Properly store tools and dispose of waste appropriately.
8. Maintain shared spaces: Everyone benefits from an organized, clutter-free environment. Be mindful of others when using and returning materials.

General Community Rules

- Liability waiver: All members and guests must sign a liability waiver.
- Respect facilities: No smoking, vaping, sleeping, or bringing pets (service animals permitted) in the building.
- Follow leadership: Any officer or Board member may enforce the Code of Conduct, including removing violators from the premises or online systems.

Accountability and Appeals

- Members who violate the Code of Conduct may be temporarily or permanently banned. Appeals can be submitted to the Board of Directors for reconsideration.

By following these guidelines, we ensure a vibrant and welcoming space where creativity can flourish. Thank you for being a proactive and responsible member of our Craftsman Community Maker Labs community!