Maker Spaces, Robotics and Small Drones Safety Checklist

Inspector Name: _____ Date: _____

Location/Space: _____

General Facility & Supervision

[ ] *NOTE: If the maker space contains a woodshop, the Woodshop Checklist must be used in conjunction with this checklist.*
[ ] Signage and training regarding safe work practices are clearly established.
[ ] All materials and constructed projects are stored safely so they do not create a hazard or block exit pathways.
[ ] Tracks, enclosures, and boundaries are located where they do not impede egress.
[ ] Hand and power tools are in good repair.
[ ] A system is in place to account for all tools and properly secure them against theft.

Personal Protective Equipment (PPE)

[ ] Safety Data Sheets (SDS) are reviewed prior to using any chemicals to verify appropriate PPE.
[ ] OSHA-compliant eyewear (stamped Z-87.1) is available for student and visitor use where required.
[ ] Face shields are provided and used when required (safety eyewear must be worn underneath).
[ ] Hearing protection (earplugs, earmuffs, etc.) is available for student use.
[ ] Respirators are cleaned before/after use and properly stored. (Users must be medically certified).
[ ] Gloves are used when handling finishes and solvents.
[ ] Gloves are strictly prohibited when working around machinery and chemicals that pose a snag/catch hazard.

Safe Work Practices & Robotics/Drones

[ ] Jewelry (necklaces, bracelets, rings, etc.) is removed before work.
[ ] Hair is securely tied back.
[ ] Horseplay is strictly prohibited.
[ ] Drones are strictly prohibited from being flown over people.
[ ] Drone obstacles are hung securely from beams (light objects may use ceiling grids if tiles are firmly in place).
[ ] Fire sprinklers are never used to hang obstacles or materials.

Housekeeping

[ ] Materials are not allowed to accumulate in work areas.
[ ] All exits and the paths to the exits are maintained in a clear, unobstructed condition.
[ ] Oily rag bins are emptied daily, not overloaded, and do not contain regular trash.
[ ] Oily absorbents and hazardous materials are properly disposed of per EPA/DEQ requirements.

Emergency Equipment

[ ] Properly stocked First Aid Kit is available in each work area.
[ ] Stop The Bleed kit is available.
[ ] Eyewash station and emergency shower (if installed) are clean, unobstructed, and working properly.
[ ] Eyewash/shower is activated weekly (check flow, temperature, flush stagnant water) with an inspection log present at the station.

Power & Electrical

[ ] Stationary equipment is plugged into a permanent power source (no extension cords, power strips, or multiplex adapters).
[ ] Equipment cords are intact with no cuts, deterioration, or bare wires.
[ ] Extension cords are grounded (no two-wire zip cords allowed), in good repair, and used only as temporary power for handheld tools.
[ ] Extension cords do not create trip hazards and are not run through doorways, windows, or walls.
[ ] Electrical outlets are not overloaded.

[ ] Power panel fronts are secure, with all openings covered by breakers or blanks.
[ ] All power panel breakers are accurately labeled.

Chemical Safety & Flammable Storage

[ ] Flammable liquids exceeding 25 gallons are stored in a rated flammable storage cabinet.
[ ] Flammable storage cabinets are not loaded past capacity.
[ ] Flammable liquids (paints, solvents, etc.) are never stored outside of properly rated cabinets.
[ ] SDS is complete and immediately available.
[ ] All chemical containers feature original manufacturer's labels (no homemade labels).
[ ] Liquids are stored in original containers with proper lids only (no makeshift containers like milk jugs with rag caps).

Specialized Equipment

3D & Laser Printers:

[ ] All 3D printers and laser printers are plugged directly into a permanent power source (no surge-protected power strips).
[ ] 3D printers and laser printers are never left unattended while actively printing.
[ ] Laser printers are properly connected to a ventilation system.

Soldering:

[ ] Soldering is strictly performed in an area with adequate ventilation.
[ ] Soldering tools are used safely where they do not create a hazard (kept away from other cords or areas of accidental contact).
[ ] Soldering tools are unplugged immediately when not in use.