

## **Department of Electrical, Computer and Biomedical Engineering**

### **Electronic Teaching Laboratory – Classroom B3**

[www.unipv.it/lde](http://www.unipv.it/lde)

**Head of the Lab: Prof. Lodovico Ratti Phone: 0382 / 985222**

**Lab Technician: Silvia Roncelli Phone: 0382 / 985924**

### **Safety Rules**

The access to the Laboratory implies the knowledge and the compliance with the safety rules and with the current legislation.

For what is not provided in this document refers to the document “Regolamento dell'Università degli Studi di Pavia per la sicurezza e la salute sul luogo di lavoro” and to the current legislation (art. 36 e 37 del D.Lgs. 81/08, succ. modificazioni ed integ.).

Questions for clarification can be addressed to the Head of the Lab or to the Technician.

Further information can be found on the website:

<http://spp.unipv.eu/site/home.html>

### **General rules**

Access to the Laboratory and the use of instrumentation is allowed to the Professors and Technicians of the Department of Electrical, Computer and Biomedical Engineering and to the students enrolled in the Faculty of Engineering of this University, according to the instructions established by the Head of the Lab.

People admitted to the Laboratory must follow the instructions for the use of the instrumentation described in the associated user manual or given by the operators; in particular, they must not tamper with protective and safety instruments and equipment for any reason.

In the Laboratory it is forbidden to smoke and to consume food or drink.

People admitted to the Laboratory, in the case they become aware of facts or behaviours, even of others, that may compromise their own or others' safety, must immediately inform the lab Staff.

**People admitted to the Laboratory - Classroom B3, in particular the students, in addition to the general rules, must also respect the following rules:**

1. Students can access the Laboratory only in the presence of one of the following people: - Head of the Lab. – Technician - Professor of the Department of Electrical, Computer and Biomedical Engineering;

Students can access to the Laboratory for their thesis activity in the absence of the Lab Staff under the responsibility of their Supervisor, who must inform the Head of the Lab;

In order to ensure the safe management of activities, each student must:

2. comply with the operating and safety standards in force in the Laboratory and strictly comply with the instructions given by the Lab Staff or by one of the people referred to in point 1 above, for the collective and individual protection;

3. avoid actions that can compromise the safety for which he has not been authorised and adequately trained by the Staff or by one of the people referred to in point 1 above;

4. make proper and appropriate use of the protective equipment and devices made available, carefully preserving them and avoiding tampering with or removing them.

### **Emergency procedures**

In case of emergency or alarm, the student or anyone in the Laboratory must:

1. keep calm and inform the Staff;

2. follow the instructions given by the Staff or any rules planned for the specific situation;

3. leave the building in an orderly way and reach the nearest safe place (EMERGENCY MEETING POINT B), following the shortest route indicated by the appropriate signs, closing the fire doors; in case of fire do not use the elevators;

4. if the situation permits, before moving away and in any case as soon as possible, switch off the equipment in use or remove the electricity from the workbenches, in order to minimize the consequences of the accident; do not, however, carry out any action for which the student has not been previously instructed.