



REGULAMIN KORZYSTANIA Z LABORATORIUM

[Wersja polska](#)

Part I. General regulations.

1. This Regulation applies to students undertaking laboratory classes in the **Department Research Laboratory (Room EA325) maintained by Department of Microelectronic Systems, Faculty of Electronics, Telecommunication and Informatics, Gdańsk University of Technology.**
2. In the name of Department the laboratory is managed by the supervisor PhD Bogdan Pankiewicz.
3. Only those students who have received appropriate training in the field of occupational safety and health and who are familiar with these regulations may be present in the laboratory.
4. Students attending laboratory classes must be informed of the location and method of use of the main circuit breaker.
5. At the work time of the locker it is forbidden to bring top coverings (coats, jackets, etc.) to the laboratory.
6. It is not allowed to keep things unrelated to the work in laboratory, smoking and eating is also not allowed. The use of open flame (matches, lighters, etc.) is not allowed. Please do not place any objects that are not related to the nature of your work, such as bags, clothes at work place.
7. Any manipulation of equipment beyond the normal use, as well as the movement and removal of laboratory equipment may only be carried out by laboratory personnel. Repairs of equipment and of electrical installations are not permitted, equipment connections and switches, fuse replacement, etc are not permitted.
8. Every accident occurred in the laboratory as well as any malfunction or faults of the equipment or software must be reported immediately to the person conducting laboratory classes or to the laboratory supervisor. You can also report the remarks regarding the laboratory to the department office.
9. Individual work of students in the laboratory rooms may be conducted only in the presence of the instructor or after obtaining appropriate authorization. Students who use the laboratory themselves, upon completion of their work, are obliged to:
 - leave everything in order,
 - close the windows,
 - turn off the power and to return the key.It is forbidden to use any laboratory resources for illegal activities and violation of good practices.
10. The first aid kit is located in the concierge desk of each building.



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Part II. Specific regulations.

1. The person requesting access to the laboratory shall submit a request to the laboratory supervisor. The person who took the the key from the concierge desk is responsible for the laboratory until key return.
2. The list of available equipment is included in the Annexes. Persons wishing to use this equipment should familiarize themselves with the equipment beforehand. User manuals can be found on the manufacturer's Web site or by using the links in the hardware listed above.
3. For organizational reasons, all available hardware is divided into the following two groups: A - equipment available on-line and B - equipment available on request.
4. It is not allowed to carry out the equipment from the laboratory.
5. The laboratory is covered by 24-hour video monitoring.