

Robot Laboratory Regulations

The robot laboratory is subject to the relevant safety codes for robots and the relevant codes of the Austrian Association of Electrical Engineers ("ÖVE") for electrical and electronic laboratories.

In addition, the following **special regulations** are to be observed:

1. The laboratory can only be accessed by those currently employed in it (no visitors allowed!).
2. Running and shoving plus the misuse of work equipment is prohibited.
3. Bringing food and drink and consuming them (including chewing gum) in the laboratory and in the direct vicinity of electrical equipment of any kind is absolutely forbidden.
4. Avoid doing anything that could damage equipment and components. Report any damage that may occur to the workshop manager immediately: Georg Domayer, domayer@technikum-wien.at, Tel: 01 333 40 77 - 711
5. Long hair (more than shoulder length) must be tied up.
6. Students must wear a proper blue cotton work coat with buttons fastened and closed, stable footwear.
7. A robot can only be switched to automatic operation under supervision.
8. No object or person is allowed in the working space of the robot when it is moving.
9. When a robot is moving, full responsibility always lies with the person who activated the controls.
10. Protective goggles must always be worn during dangerous work (also being done by the adjacent person!).
11. Equipment, tools and samples may not be taken from or into the laboratory without prior instruction to do so.
12. The instructions given must be strictly observed when conducting experiments.
13. It is prohibited to conduct experiments using one's own untested instructions.
14. The applicable limit values must be observed for each experimental set up.
15. Before switching on the equipment it is necessary to check whether the correct range of measurement has been selected on the measurement devices and whether they are connected correctly.
16. Only use electrical cables, cords etc. in perfect condition.
17. Dispose of waste in accordance with instructions (in the containers provided as appropriate).
18. All equipment is to be cleaned and put away properly after work is completed.
19. Computers and all other devices are to be switched off after work is completed and air inlets closed. The same applies analogously when equipment is left temporarily (e.g. during breaks).

20. All equipment, tools and auxiliaries are to be put back in their original position at the end of each practical. Care must be taken to ensure that all measurement devices are switched off.
21. It is forbidden to deactivate virus protection on the computers.
22. Every person participating in a practical must be aware of all the electrical voltages found in the practical workspace.
23. Circuits are to be constructed neatly and different coloured wires are to be used for the different signals.
24. Bare, current carrying parts of the circuit are to be constructed or arranged in such a way that there is no possibility that other colleagues or cleaning staff can bump them accidentally.
25. Permission to switch on equipment must be obtained from the practical tutor and their instructions must be followed under all circumstances.
26. No chairs are allowed to be placed between the work tables and the machines (escape routes, danger of tripping).
27. In their own interest, participants in the practical must take all precautions to reduce the risk of accidents in the laboratory.
28. No responsibility is taken for damage of any kind that results from the negligence of students participating in practicals.
29. Photos and/or video recordings can only be taken/made with the approval of the head of department.
30. An understanding of these laboratory regulations is a pre-requisite condition for participating in any laboratory practical.

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