

# Epilog Laser Cutter Fusion 32 Policies

1. Training must be completed by either Drew Davis or Matt Bukrey.
2. Upon completion of training, user will be added to the list of authorized users and an indicator will be placed on their N Card.
3. Training must be refreshed every year prior to being eligible for laser time. Training expires at the start of the Fall Semester.
4. The laser cutter and associated room will be checked out in 1.5 HOUR increments.
5. The laser cutter is NEVER to be left unattended while a cut is in progress. Probation will be issued if the machine is found to be unattended.
6. User will get material to be cut approved BEFORE cutting begins by either Drew, Matt, Santiago, or Francisco.
7. Users are to have their job created prior to arriving for the 1.5 hour allotted laser time.
8. Prior to starting job, have Drew Davis or Matt Bukrey okay the setup.
9. Any misuse of the machine will result in a one month probation.

Upon the expiration of their one month probation, the user must take the training class again before they are allowed to operate the machinery.

10. Damages to the machine from misuse are subject to a \$500 fine or the cost of the part, whichever is lowest.