

THE UNIVERSITY OF NORTH CAROLINA  
**GREENSBORO**

*College of Arts and Sciences*  
Department of Art

ENVIRONMENTAL HEALTH AND SAFETY POLICIES  
FOUNDRY

MANDATORY FOUNDRY ORIENTATION:

1. Only students and faculty of the UNCG ART and IARC departments may use the foundry.
2. If you plan to use the foundry, you are required to attend an orientation session at the beginning of each semester. If you cannot attend orientation, you must get approval for use of the foundry and its tools and equipment from a member of the sculpture faculty or from the foundry technician.
3. In order to complete the orientation, each user must obtain, read and sign a copy of Acknowledgement of Receipt of all Department of Art Environmental Health and Safety Policies.

**NOTE:**

**Foundry shop attendants reserve the right to ask anyone to leave the foundry, for safety violations.**

SHOP SAFETY:

1. **EYE PROTECTION IS REQUIRED TO BE WORN WHEN OPERATING ANY HAND OR POWER TOOL** or when working near others using such tools.
  - Ear protection is optional, but highly recommended
2. **RESPIRATORY PROTECTION:** All students are required to invest in a personal respirator with replaceable cartridges. These respirators are relatively inexpensive and can be fitted with cartridges rated for specific types of vapors in addition to dust and particulates. From a campus computer, go online to <http://www.uncg.edu/sft> , to see the Respiratory Program section in the UNCG Health and Safety Manual
  - **BEWARE:** A simple dust mask will not protect you from fumes and vapors. Most cheap dust mask do not even sufficiently protect from dust.
  - The ventilation system of the current foundry is inadequate to quickly exchange the air supply. To ensure safety, therefore, all students **SHALL** use toxic chemicals (paints, resins, acids, solvents) out in the yard during the day. From a campus computer, go online to

<http://www.uncg.edu/sft> , to see the Material Safety Data Sheets (MSDSs) for the chemicals we use.

**3. PROPER DRESS IS REQUIRED FOR CASTING AND WELDING.**

- Wear leather shoes or boots, heavy cotton pants or jeans (no holes or frayed edges) and cotton or leather tops.
- Synthetic fibers and open-toed shoes are prohibited.
- The foundry provides protective attire (leather jackets, spats, and gloves) for use when welding.

**4. WORKING ALONE IN THE FOUNDRY IS PROHIBITED.**

**5. NO SMOKING.**

**6. NO FOOD OR DRINK** in the welding areas.

Eating in the foundry is PROHIBITED.

**7. KNOW THE TOOL** you are working with before you attempt to use it.

- If you are unsure about the operation of a tool, ask the supervising faculty, foundry technician, or shop attendant for instructions before proceeding.
- Taking the additional time to master the use of a tool will save you time.

**7.1 NEVER ASSUME A TOOL IS PROPERLY ADJUSTED:** Always check the tool prior to use.

**7.2 DO NOT FORCE TOOLS:** If a tool is not operating smoothly, ask a shop attendant for assistance to avoid damage to the tool, as well as personal injury.

**7.3 COURTEOUS BEHAVIOR IS A SAFETY OBLIGATION:** Please notify anyone standing near a tool before you turn it on.

**BEWARE:**

**Welding and grinding metals can shower anyone near you with sparks.**

**8. OVERHEAD CRANE:** Students using the overhead crane for lifting heavy objects should seek approval of the rigging by shop attendant or faculty before operating the crane.

**9. IN CASE OF INJURY, IMMEDIATELY STOP WORK AND NOTIFY SHOP ATTENDANT.**

- Immediately seek treatment of injuries and notify campus police of major injuries. Campus Police: 334-4444 (4-4444). See "Hazardous Materials Orientation" for emergency instructions.
- Even a small injury can cause you to go into shock.
- First aid kits located in the foundry and art offices (Room 158A) are provided to treat minor injuries.

- To quickly remove chemicals from the eyes and skin, there is an eye wash and drench shower located by the sink on west wall of the foundry by the roll up door. Wash eyes for 15 minutes, and seek medical attention.

If you are in the shop when someone is injured, you are required to stop working and assist the injured person.

10. **For brush and tool cleaning, and disposal instructions**, see “Painting Clean-up Procedures.” Sinks are for hand washing ONLY.

**For further reference, see:**

<http://www.epa.gov> and <http://www.osha.gov>