

Before you ask to leave lab

Have you, in this order...

- Handed in your completed RO or task sheet
- Given any loaned tools back to your instructor
- Put any scrap metal in the appropriate place, see instructor
- Put your tool box away
- Cleaned your work area...
 - Bench tops
 - Throw out any scrap boxes. **NOT CORES**
 - Under the bench
 - Neatly wrapped up the air hose
 - Check lift for any air tools and put away
 - Sweep, wash and rinse the floor from the wall to the drain