

Member Storage Options

- There are a few places members can store their projects and tools.
- Members may store items in marked rubbermaid bins in the member storage room..
- Projects left in work areas should be noted with the current date and next expected work date. Projects without notes can be moved by other members who need to use the area.

Who Cleans ENTS

ENTS does not have a cleaning service, so space cleanliness is everyone's responsibility. Floors, dishes, the bathroom, the kitchen and more are all cleaned by members. Please do your part to ensure ENTS is clean for everyone.

Areas Of ENTS

- Main work area - This area contains tables and general work supplies.
- Electronics Area - Electronics supplies, components and test equipment
- Printing and Computer area- Contains the Vacuum former, large format printer, three workstations and laser cutter.
- Wood shop
- Metal Shop

How To Contact Directors

Email Directors@ENTS.ca
IRC Directors have @ symbols (Operators)
Call 780 701 4900

How ENTS Will Contact You

New members are subscribed to the official mailout list. This is how ENTS announces meetings, minutes, events, society news, etc. Members can opt out, but this is discouraged.

Meetings

Weekly HackTuesday is a weekly project night,
 Tuesdays from 6pm-10pm
Monthly General Meetings are the second Sunday of
 every month, even on long weekends.
Annually The ENTS AGM happens in the first two
 weeks of September.

Membership Dues

ENTS prefers recurring PayPal subscriptions, however Manual PayPal, Cash, Credit Cards and Bitcoins are all accepted. ENTS cannot accept goods-in-kind for membership dues.



New Member Orientation

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Edmonton AB
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www.ENTS.ca

Note: This pamphlet may be out of date,
check Docum.ENTS.ca for the latest edition.

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Welcome To ENTS

You're now a member of Edmonton's only Hackerspace! We hope you're as excited to be here as we are to have you here. There's a lot to take in as a new member so we have collected useful information in this pamphlet. If you have questions that are not addressed here, please ask another member or see the contact information in this pamphlet. When in doubt, contact Directors@ENTS.ca

Space Access

Members have 24-hour access to the space. Exterior doors are controlled by **MasterControl**, a member-developed access control system.

To open these doors from the inside, you need to press the Exit button and open the door. Locks will disengage for three seconds before automatically locking again.

Note: The tenant doors are locked to members.

MasterControl announces door activity in the ENTS IRC channel. By default all announcements are anonymous, but members are encouraged to configure their name settings by logging in to the **MasterControl Account Manager** under the MasterControl page on ENTS.ca. This helps other members see when the space is active and it helps build our community.

How Decisions Are Made At ENTS

ENTS operates as a Do-Ocracy. As such, members who do work decide which work is done. There are limits to the Do-Ocracy and members are asked to use common sense when evaluating the impact of their work.

Large, society-impacting decisions should be discussed at members meetings. If a vote is required, it will be done as per the voting system outlined in our bylaws.

Safety

No member should ever feel unsafe at ENTS;

ENTS does not tolerate bullying of any kind.

Members must always ensure that their activities respect their safety, the safety of other members and the space.

ENTS makes first-aid kits, some (but not all) personal protective equipment (PPE) and safety training available to members.

All members should familiarize themselves with where the first-aid kits, fire extinguishers and emergency exits are located prior to starting activities at ENTS.

Members are encouraged to work with a partner when possible, especially when using power tools or engaging in higher risk activities.

Certain tools at ENTS require specific training before use by new members.

Training should be delivered by qualified trainers.

Members who have been trained on a tool are not necessarily qualified to train others on that same tool.

Tools requiring training will be clearly labelled as such.

For more information on tool safety, refer to the equipment page on ENTS.ca.

Tools

Most tools at ENTS are on loan from individual members and should be treated with the utmost of respect. It is absolutely a privilege for members to have access to these tools and if they are damaged through negligence or carelessness the entire community may lose access to them.

Never remove a tool from ENTS without express permission from the tool's owner.

Materials

ENTS provides members with some materials at no cost. Many of these materials are donated or left over from other projects. Unless otherwise labled, it is assumed that a member can use materials found within ENTS unless they are evidently in use already. If you are unsure, ask, don't assume.

Member Expectations

- Members should always act respectfully to one another and the space. Wear PPE while working and ensure your activities will not endanger others.
- Members are expected to clean up after themselves and even after others on occasion.
- There are multiple garbage bins throughout ENTS. If they become full, members should empty them into the dumpster located between the garage and the alley.
- ENTS unfortunately does not have recycling pickup. Please take recyclables (paper, cardboard, etc.) home for proper disposal.
- The washroom should be kept clean at all times.
- Please do not wash shop dirt and grease in the washroom or kitchen. There is a project sink and appropriate soap in the boot room by the back door.
- Members should be respectful of utilities; they are not included in our rent and cost the society money. If a light is not needed, please turn it off, etc.
- ENTS has residential neighbours upstairs. Please be respectful of them and observe relative quiet after 9:30pm. Work in the garages can reasonably be done at all times due to the insulation, but please ensure your activity is not disruptive to the neighbours.