MECHANICAL ENGINEERING CAPSTONE PROJECTS’ ACCESS PROCESS

CRITICAL PERSONNEL

• Capstone project group members must be designated as critical personnel in order to access ME department’s building, shops and lab. A list of critical personnel should be submitted via email by their faculty supervisor to Jennifer Snider (jsnider@uw.edu). This list MUST include the student’s full name and UW NetID.
• Any additions/deletions to the group’s critical personnel list can be submitted as described above or the faculty supervisor can submit any additions via the ME’s Critical Personnel Request Form.
• ALL CRITICAL PERSONNEL must complete the EH&S COVID-19 Safety Training: Back to the Workplace.

Additional required readings if using equipment in the following labs/shops:
  o Prototype Shop COVID-19 Prevention Plan
  o Mechanical Test Lab COVID-19 Prevention Plan
  o Composite Shop COVID-19 Prevention Plan
  o PARC Lab COVID-19 Prevention Plan

Each day you are on campus, you must either complete the Workday On-site Attestation if you are an employee or ME’s Non-employee Work Attestation.

ALL COVID-19 RESOURCES ARE AVAILABLE AT: https://www.me.washington.edu/myme/covid-19-resources.

Further questions, contact Jennifer Snider at jsnider@uw.edu.