

Tools

- [3D Printer Usage Policy](#)
- [Sawstop Activation Policy](#)
- [Equipment and Property Disposal](#)

3D Printer Usage Policy

The 3D printers are available for members to use for personal or professional projects, subject to the following rules. This policy is supplemental to and does not override any part of the [Protohaven General Damage Policy](#).

- Members must follow the safety instructions and guidelines posted near the 3D printers.
- Members must not use unapproved materials such as abrasive filaments that will rapidly wear out the nozzle. Examples of abrasive filaments include filaments that include carbon fiber, metals, wood, or glow in the dark.
- Members must clean up after themselves and leave the 3D printers in good condition for the next user.
- Members are responsible for any damages or losses caused by their misuse or negligence of the 3D printers and must report any issues or malfunctions immediately by filing a tool report using the QR code at the printer or going to <https://protohaven.org/tools>.
- Members should reserve the appropriate amount of time on the printer to complete their job. Reservations can be made online at <https://reserve.protohaven.org>. Members should respect the reservations of other members and not use a printer that is already booked by someone else.
- If a member has a reservation on a printer and finds a print in progress during their time, they are within their right to cancel the print and remove it from the printer. Members should also notify the shop tech if they cancel a print that is not theirs.
- Members must ensure that their print has a good foundation by observing the first several layers to reduce the likelihood of failed prints. Members should also check on their prints periodically and make sure they are running smoothly. Failed prints can waste filament, damage the printer, and cause delays for other users. Members should use the appropriate settings and materials for their print and follow the instructions provided by the printer manufacturer or Protohaven staff.
- Shop Techs or members who observe a failing print should stop the print and report it to the shop tech. They can also try to contact the owner of the print if possible and inform them of the problem.
- Any damage caused to a 3D printer by a member or a members print job is covered under the Protohaven Damage Policy.

By following this policy, members can ensure a safe and productive 3D printing experience at Protohaven. Protohaven reserves the right to revoke or suspend the 3D printing privileges of any member who violates this policy or causes damage to the printers or other equipment. Protohaven also reserves the right to modify this policy at any time without prior notice. If you have any questions or concerns about this policy, please contact Protohaven staff or email hello@protohaven.org.

Sawstop Activation Policy

The following is the Protohaven procedures and policy to be followed after SawStop safety system (brake) activations. This policy is supplemental to and does not override any part of the [Protohaven General Damage Policy](#).

Removal

A Shop Tech, Instructor, or Staff must remove the blade and activated brake from the machine and replace the brake and blade following the procedures on the page titled What to do if the SawStop Safety System Activates (page 45) in the Operating Manual or watch a video on the subject produced by SawStop. SawStop Service Tip: Recovering an Activated Brake

Separate the activated brake from the blade and retain both. The previously mentioned video shows how to separate the brake from the blade.

Replacement

The member who causes brake activation is required to reimburse Protohaven for the replacement costs of both the brake and blade. (\$145.00)

- Brake: \$95
- Blade: \$50
- Dado Brake: \$115
- Dado Stack: \$115

Reimbursement Option

Members at their own expense can send off the brake to SawStop for analysis and attempt to get a replacement brake.

SawStop may authorize a replacement on certain firing codes. Sometimes including finger contact and electrical anomaly.

If you are able to get a replacement brake withing 2 weeks of the trigger you can exchange the new brake for the cost paid to Protohaven.

Reimbursement Process

Mail the activated brake cartridge (no blade) to SawStop for analysis and confirmation that skin contact or other qualifying trigger caused the activation. To initiate this process, call SawStop Customer Service 503-582-9934 and request an RMA (Return Material Authorization) number and follow their instructions.

Upon SawStop's receipt of the completed form and activated brake, they will determine the cause of activation. If skin contact is confirmed, SawStop will mail a new brake cartridge free of charge.

After receiving the new brake cartridge, bring it to the woodshop within two weeks of brake activation and pay only the replacement cost of the blade (\$50.00).

If skin contact is not confirmed, or if a new brake cartridge is not brought to the shop within two weeks, reimbursement of the replacement costs of both brake and blade will be required.

Equipment and Property Disposal

Surplus or obsolete equipment/property, which can no longer be utilized by operations at Protohaven or is in excess of need, should be disposed of in an accessible, equitable, and orderly fashion that maximizes remaining value for the organization and/or minimizes waste and cost to Protohaven.

Sale of surplus or obsolete equipment and property will be approved by the Board. Sales should be conducted in a manner that is fair and non-prejudicial to buyers and ensures transactions are both legal and ethical. Protohaven will avoid giving any particular buyer an exclusive opportunity to buy Protohaven equipment without giving others an equal opportunity; however, Protohaven employees and members can be given limited opportunities to buy certain items at fair market value before they are extended to the general public.

if equipment or property Protohaven is selling was donated to the organization within the past three years and is valued at more than \$5,000, Protohaven must complete [IRS Form 8282](#). Revenue from sale of surplus or obsolete equipment and property will be held in a reserve fund (savings account) for future equipment purchases or emergency maintenance.