

Citrus MakerSpace

3-23-25

Code of Conduct

1. All guests and members must follow the Citrus MakerSpace (CMS) Code of Conduct.
2. Safety is important, if you are unsure of how to safely do something, don't do it.
3. The Board of Directors may expel anyone from membership who violates the Code of Conduct.
4. Don't merely respect each other; be excellent to each other.
 1. We are all here to make things and learn. Collaboration is important.
 2. When you break something, own up to it. If you have any doubt about fixing it, ask for help. Don't make someone feel bad for breaking things, help them understand what went wrong.
 3. Clean, Maintain, Organize, Improve. Always leave the space better than you found it.
 4. Don't be afraid to ask questions. If someone asks you a question, answer them kindly; eventually you will have to ask for help also.
 5. Tools/resources must stay on the premises so that other members may use them. Removing tools/resources from the space without authorization from the CMS Committee Chair is theft.
5. Everyone must sign the CMS liability waiver.
6. All members are expected to maintain a safe and clean environment at all times.
7. Smoking cigarettes/cigars, use of vaporizers (also known as electronic cigarettes) are not allowed inside the building.
8. No pets allowed in the building.
9. It is the responsibility of each member to help enforce the Code of Conduct. If someone is violating the Code of Conduct politely explain to them why their behavior is not acceptable. Egregious violations should be reported to the CMS Committee Chair or committee member.

Guests

1. Guests cannot inhabit the CMS without another keyed Member present.
2. Guests are encouraged to become Members.
3. Guests are not allowed to use tools and equipment, except as part of a scheduled class/workshop.
4. Members are responsible for their Guests and their actions.

Minors

1. Minors 15 and under must be accompanied closely by Parent or Legal Guardian at all times and are not allowed to have electronic access to the space. Accompanied closely means within visual range, and immediate reach when near dangerous tools.
2. Parents/Legal Guardians are responsible for their children and their actions.
3. Minors under the age of 18 must have their liability form signed by a Parent or Legal Guardian.

Formal Complaints

The formal complaint process exists for members to request a discussion be held by the CMS Committee regarding specific actions of another member. Members are expected to discuss their complaints in a calm and polite manner. Mediation is available to resolve issues without the need of a formal complaint.

Non-Discrimination Policy

CMS does not promote or discriminate against any person, population group, or organization with regard to categories protected by applicable United States law. These include, but are not limited to race, color, religion, sex, gender expression, physical appearance, language, education background, national origin, age, disability, and veteran status.

Anti-Harassment Policy

Harassment is prohibited and will not be tolerated. Any person who feels they have been the victim of harassment should ask the harasser to cease the behavior, if they feel safe doing so. Members or guests asked to stop any harassing behavior are expected to comply immediately.

Firearms

All work on firearms, as defined by the CMS in section 1 below, is strictly prohibited unless specifically exempted in section 2.

- "Firearm" within this policy is deliberately far broader than most legal definitions
- "Work" or "Working" on a firearm means creating, modifying, or assembling section 1 item(s) together with other section 1 item(s) or section 2 item(s)

Violation of this policy may lead to expulsion from CMS and/or filing a criminal complaint with the relevant authorities.

1. **Section 1:** Work on the following items is explicitly and strictly prohibited:
 1. **Firearm:** a device that expels a projectile or projectiles by means of a deflagrating propellant (i.e. the deflagration or detonation of gunpowder or other similar propellant). This includes not only the BATFE definition of a firearm - its receiver - but also firearm-specific components that attach to a firearm (unless specifically exempted in section 2) including but not limited to barrels, cylinders, magazines, charging handles, safeties, buffers, actions, barrel bushings, linkages, extractors, firing pins, trunnions, recoil springs, and gas blocks.
 2. **Replicas:** Meant to closely resemble a firearm while lacking the ability to expel a projectile or projectiles.
 3. **Suppressors or Silencers:** Reduce the sonic concussion of expelling a projectile or projectiles.
 4. **Reloading:** All activities associated with the production of ammunition, including but not limited to processing primers, gunpowder/propellant, cases, and projectiles.
2. **Section 2:** Work on the following firearm-related items are exempted, subject to conditions:
 1. **Slings:** Slings and sling attachments opposite point of attachment to the firearm
 2. **Fasteners and commodity hardware:** Standard components used on firearms not specific to firearms
 3. **Sights:** Scopes, sights, lasers, flashlights, etc. not integral to the firearm
 4. **Bipods:** And other firearm supports if removable without tools
 5. **Stocks and grips:** May be made, refined, or modified at CMS
 6. **Props:** Non-firearm devices that do not closely resemble actual firearms such as sci-fi, fantasy, steampunk creations. Must not include devices from section 1.
3. Checking the fit of exempted items (i.e. stock, sling, sights, etc.) from section 2 to a firearm in section 1 at DMS is prohibited.

Commercial Use

1. The CMS is based on open-source ideals and thus encourages its membership to embrace those ideals as well, however, members reserve the rights to all of their creations.

2. CMS is not intended to support commercial production of products. Initial development of a product is encouraged after which the product owner will be required to produce the product for commercial use outside of the CMS.

Intoxicating Substance Policy

1. The possession or consumption of alcoholic beverages, illegal drugs, or other intoxicating substances is prohibited anywhere on or within the premises, parking lot, or common walkways of the CMS.
2. Anyone suspected of being intoxicated or impaired will be asked to leave the premises immediately and may be subject to additional disciplinary action. Refusal to leave will result in a call to local Police.
3. Anyone observing this behavior should escalate to the CMS Committee Chair or a committee member.