## DC BLOX Data Center Rules:

DC BLOX asks that you use good judgement while in the data center. We strive to provide a functional and safe working environment for all our customers and employees. DC BLOX reserves the right to exclude or remove anyone from the data center facility found not using good judgement in the data center. All Visitors and Customers are under constant surveillance while on the Premises via CCTV security cameras. We encourage anyone to report any concerns to our on-site security or DC BLOX employee.

The following rules apply to all personnel while on DC BLOX premises. Non-compliance can result in the removal from DC BLOX premises and/or revocation of access.

- 1. Registered visitors and guests will need to present security with valid photo ID to receive a visitor badge.
- Customers and Visitors are responsible for their personal belongings and property while on the Premises. DC BLOX assumes no liability for missing, lost, or stolen property. We have temporary lockers available for customer use.
- 3. Customers are only allowed to take photos of their specific equipment within the data center facilities.
- 4. Cardboard boxes and packing materials are not allowed to remain on the data center floor. Please remove all cardboard or packing materials in the loading dock or office area and dispose of same in the outside dumpsters.
- 5. DC BLOX does not allow smoking or other tobacco products in the building or on the property except for the designated smoking area.
- 6. In order to protect the facility and valuable customer equipment, no food and beverages are allowed on the data center floor.
- 7. No guns or weapons are allowed in the data center.

## **Contractor and Vendor Rules and Regulations:**

In addition to those previously, the following applies to anyone performing work in the data center or on the data center property

- Anyone working in the data center must comply with DC BLOX company safety policy. In addition, companies should submit their own safety policies to DC BLOX for review prior to starting work. Our goal is to ensure a safe environment for all vendors, contractors, clients and employees.
- 2. MOP's are required for any work that may cause disruption to any MEP or data equipment.
- 3. Welding or torch work is not allowed in the data center without written authorization.
- 4. OSHA work rules must be adhered to for all work including but not limited to:
  - a. Lock-out, tag-out
  - b. Energized electrical equipment
  - c. Elevated work (ladders and manlifts)