



## WTTC SITE VISIT/TOUR AGREEMENT

The Massachusetts Clean Energy Center (“MassCEC”) is pleased to welcome you to the Wind Technology Testing Center (the “WTTC”). For the safety and enjoyment of our visitors, we require all groups of visitors to designate one person to serve as chaperone for the duration of the group’s visit. Prior to the start of your visit, we ask that you, in your capacity as the chaperone of your group, agree to act according to the following:

1. **Supervision of Visitors.** No less than 2 business days prior to your group’s scheduled visit, you shall provide the first and last names of all participants in your group who will be visiting the WTTC. Your group may not exceed 25 members (unless prior arrangements have been made with WTTC staff), including the chaperone. You acknowledge that you have shared and reviewed the WTTC’s Visitors Safety Policy (attached as Exhibit A) with each of the participants in your group, and in your capacity as the chaperone of the group, you will use your best efforts to ensure that each such person adheres to the terms and conditions of such policy. You also confirm that you have communicated to each member of the group that individuals must present valid photo identification and a signed copy of the Visitors Safety Policy at the time of their arrival at the WTTC.
2. **Information for Visitors.** You shall share with each participant in your group the Driving Directions to the WTTC (attached as Exhibit B). You confirm that you have informed each member of the group that the WTTC is accessible by vehicle only and visitors travelling by foot or bicycle will not be admitted. Parking is available onsite. Additionally, you have communicated to each participant in your group that the tour will generally last 45-60 minutes
3. **Other Duties.** You agree to perform, to the best of your ability, all duties reasonably necessary to ensure the safety and well-being of your group while serving as chaperone, and, in connection therewith, you will follow the directions of the WTTC employees and assist them to the extent necessary to ensure that members of your group are in compliance with the WTTC Visitors Safety Policy.

Failure to adhere to these policies may result in the cancellation or early termination of your group’s visit and may further negatively impact the ability of these individuals or others from your organization to visit the WTTC in the future.

### **ACKNOWLEDGEMENT:**

By my signature, I hereby acknowledge that I have read, understand, and agree to the terms contained in this document and attest to the fact that I am 21 years of age or older.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

## Exhibit A

### **VISITORS SAFETY POLICY**

Welcome. The Massachusetts Clean Energy Center and the Wind Technology Testing Center (“WTTC”) is committed to making your visit a safe and enjoyable one. It is for that reason we require that all visitors to the WTTC abide by the following safety rules while at the WTTC.

#### 1. GENERAL INFORMATION.

- All visitors are required to present VALID photo ID (student ID acceptable, minors under 18 without a valid ID must be accompanied by an adult with valid ID) at the security entrance in order to enter the site. All visitors must proceed to WTTC building 80 in a vehicle and are not allowed to walk around in the port area.
- All visitors (including clients, federal and state government officials, independent contractor and vendors) to the WTTC shall enter at its main entrance, which is the small glass vestibule on the Northeast corner. All visitors are requested to sign the visitor’s log. Visitors must leave through the same reception area by which they entered.
- All visitors (excluding temporary permission provided to WTTC customer representatives) must be escorted by WTTC personnel while on the lab floor area.
- Be aware that high pressure hydraulic pipes and hoses run throughout the lab floor. Clearly labeled E-STOPS for the hydraulic pumps are located throughout the lab floor, which are to be used only in case of emergency in order to stop the tests and/or shut off the hydraulic pumps.
- The WTTC provides ongoing daily confidential testing and related services to its clients, which a visitor may observe. As such, visitors must maintain the confidentiality of any information that they may receive or anything that they may observe during their visit to the WTTC.

#### 2. RULES OF CONDUCT.

- Do NOT take pictures without WTTC permission. No cell phone use is permitted except for emergency phone calls, emails or text messages.
- Hard Hats, safety glasses, and gloves must be worn all the time when working on the floor. In addition, anyone who may be working on a blade and/or with composite materials is responsible to assess whether such work requires that he or she wear a respirator or other type of dust protection.
- WTTC tools cannot be used without prior approval from WTTC personnel.
- All moving and lifting can only be done by certified WTTC personal.
- WTTC has a boom lift and hoist basket lift. All personal are required to use a harness to use and be in the lifts (fall prevention equipment), WTTC will provide and demonstrate the use of appropriate safety equipment. Only approved WTTC personal can operate lifts. All visitors certified/qualified to run this equipment need WTTC permission before operating any of the equipment in the lab area.
- Do not walk under or near any and all suspended loads or fatigue cycling blades.

- Do not enter any restricted areas.
- Please promptly alert WTTC personal if you see anything unsafe or even uncomfortable.
- Follow all verbal instructions and signs.
- Do not talk to or distract workers operating machines, devices or equipment.
- Do not engage in any pranks, horseplay, contests, running or rough and boisterous conduct.
- Report all injuries or problems immediately, no matter how minor.
- Any safety equipment or tools provided by WTTC must be returned to WTTC personnel and must not be removed from the premises.

### 3. EMERGENCY SITUATIONS.

- Fire exits are clearly marked throughout the building. In case of a fire please exit the building in a safe manner; all staff and visitors are to congregate in the parking lot near the main entrance and ensure all people in their respective parties are accounted for.
- There is an eye wash station located mid-way on the north wall (near the fire exit) if hydraulic fluid or any other contaminate contacts a person's eye.

### 4. NONCOMPLIANCE.

Visitors who fail to follow these policies will have their visiting privileges revoked and be asked to leave the WTTC.

### 5. WAIVER OF LIABILITY.

IN SIGNING THIS POLICY, I further agree to RELEASE, WAIVE AND COVENANT NOT TO SUE WTTC and the Massachusetts Clean Energy Center and each of their respective agents, officer, directors and employees (together with WTTC and MassCEC, the "Releasees") from any and all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by me or to any property belonging to me, WHETHER CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE OF THE RELEASEES, or otherwise, while in, on or upon the premises or in transportation to and from said sites.

### **ACKNOWLEDGEMENT:**

I hereby acknowledge that I have been given a copy of the Wind Technology Testing Center Visitors Safety Policy and that I have read such policy and fully understand my rights, obligations and liabilities as a visitor to the Wind Technology Testing Center.

Printed Name and Organization:

Date:

Signature:

## Exhibit B

Driving Directions to the WTTC

# Directions to WTTC Boston

Mass CEC Wind Technology Testing Center



Address:  
100 Terminal Street  
(Building 80)  
Boston, MA 02129

GPS Coordinates  
42.384537,-71.057865



Contact Person:  
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## Aerial Directions to WTTC Visitor's Entrance



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