

OUR OPENNESS-INDEX

WHAT DOES „OPEN“ MEAN? FIVE ASPECTS OF OPENNESS

WELCOMING CULTURE

There is a concept and practice for welcoming interested parties.

- There is a support concept and corresponding people who organize the opening hours. They pick up visitors or non-members and guide them through the workshop.
- There are low-threshold offers that encourage and integrate inexperienced people, such as repair events and introductory courses, themed meetings and get-to-know-each-other evenings.
- Instruction: There are regular or on-demand briefings on machines and tools that require instruction.
- Processes and tasks are documented so that new members can also take on tasks and get involved. Procedures include, for example, tidying up rules, the procurement of consumables, etc.
- Language barriers are kept to a minimum: Where possible, simple language is used in documentation and communication by avoiding abbreviations or technical terms; ideally, this is also available in several languages.

PARTICIPATION

The structures of the space and the institution are characterized by a culture of participation and involvement. This refers to rules or formats that enable participation.

It is assumed that users or members can use the workshop independently. Co-creation goes beyond this and can take place on four levels:

- At the institutional level: Users or members have the opportunity to change the foundations of the entire organization, e.g. as board members or in otherwise defined institutional roles, by changing the rules of procedure, pushing for a change in the statutes or helping to shape other fundamental decisions.
- On the structural level: Users or members can help shape the direction of the workshop, e.g. by proposing new workshop areas or expanding the inventory.
- On the organizational level: Users or members can influence or help shape internal processes or rules, such as opening hours, cleaning or room schedules.
- On the practical-content level: Users or members can impart their knowledge by means of the workshop and, for example, offer courses, participate in machine instruction and use machines independently after instruction.

ACCESSIBLE INFRASTRUCTURE

Easy access in the physical and social sense is guaranteed (to rooms, knowledge, skills, ...):

- There is an access system in place to regulate physical access to spaces and prerequisite machines (e.g. on an electronic or organizational level)
- There are weekly opening hours so that members and non-members without their own workshop access can use them.
- Technical hurdles are kept low: Access to communication should be possible for everyone. Simple and widespread technologies are preferred, e.g. e-mail, other tools are weighed up.
- Physical barriers are kept to a minimum: People with physical disabilities can move around freely without any particular hurdles.

DIVERSITY

Barriers for marginalized groups are removed.

- The Open Workshop takes a clear stance against any form of discrimination, be it based on age, disability, racialization, religion, gender identity and expression or sexual identity and orientation.
- There is a code of conduct that has been jointly developed, is continuously adapted and to which all persons who wish to work in the workshop commit themselves.
- Accessibility for people with disabilities is ensured in the best possible way, even beyond physical barriers.
- There are spaces for reflection on one's own positioning and behavior that are critical of power.
- Work is carried out on an appreciative error culture.

SOLIDARITY

There are rules that enable people with lower income to use the venue:

- A basic range of introductory events is free of charge.
- There is a basic range of tools and machines that can be used at no extra charge.
- There is a solidarity-based contribution model that also enables people with lower income to use the workshop in a comprehensive sense.
- The premises are not only available to an exclusive group.

AND HOW OPEN ARE YOU ALREADY?