



10. HAND & POWER TOOL SAFETY

RIGHT TOOL. RIGHT WAY. EVERY TIME.

WHY THIS MATTERS

Hand and power tools make our work easier and more efficient, but they can also cause serious injuries if used incorrectly or if they are damaged or poorly maintained.

Most tool-related injuries are preventable by using the right tool, using it the right way, and taking care of it.

A few minutes of checking and care can prevent a lifetime of pain.



RIGHT TOOL FOR THE JOB

Use the correct tool that is designed for the task.

- Screwdriver
- Spanner
- Pliers
- Hammer
- Drill
- Grinder

Using the wrong tool can damage the work and cause injury.

COMMON TOOL HAZARDS

- CUTS AND LACERATIONS**
Sharp edges, blades and drilling can cause cuts.
- ELECTRICAL HAZARDS**
Damaged cords, improper use and wet conditions can cause electric shock.
- FLYING PARTICLES**
Chips, sparks or debris can injure eyes and face.
- STRIKES AND IMPACTS**
Loose tools, slipping or breaking can cause strikes and impacts.
- TOOL MISUSE**
Using the wrong tool or improper technique can lead to serious injuries.
- POOR MAINTENANCE**
Damaged or poorly maintained tools can fail during use.

5 KEY RULES FOR TOOL SAFETY

- 1 INSPECT BEFORE USE**
Check tools and cords for damage before each use.
Do not use damaged tools. Report and tag out defective tools.
- 2 USE THE RIGHT TOOL**
Use the correct tool for the job.
Do not force a tool or use it for work it was not designed for.
- 3 USE PPE**
Wear the required personal protective equipment.
Safety glasses and gloves are a must.
- 4 USE CORRECTLY**
Follow the manufacturer's instructions.
Keep a firm grip and maintain proper body position.
- 5 STORE SAFELY**
Clean tools after use.
Store in designated places.
Keep sharp tools secured.

DO'S - FOLLOW THESE

- ✓ Keep handles clean and dry.
- ✓ Keep cutting tools sharp.
- ✓ Disconnect power tools when changing accessories.
- ✓ Keep cords away from heat, oil and sharp edges.
- ✓ Use clamps or vices to secure the workpiece.
- ✓ Clean up tools and work area after use.



DON'TS - AVOID THESE

- ✗ Do not use damaged, loose or defective tools.
- ✗ Do not carry tools by the cord.
- ✗ Do not leave tools connected when unattended.
- ✗ Do not use excessive force.
- ✗ Do not wear loose clothing or jewelry.
- ✗ Do not use tools under the influence of or drugs.



TOOL SAFETY CHECKLIST

- Before starting work, ask yourself:
- ✓ Is the tool in good condition?
 - ✓ Is the correct tool for the job?
 - ✓ Is the work area safe and clean?
 - ✓ Are guards and safety devices in place?
 - ✓ Am I wearing the required PPE?
 - ✓ Do I know how to use the tool safely?
 - ✓ Have I been trained and authorized?



DISCUSSION QUESTIONS

- 1 What hand and power tools do we use regularly?
- 2 What tool hazards exist in our work area?
- 3 How do we ensure tools are in good condition?
- 4 What could happen if we use the wrong tool or a damaged tool?



KEY TAKEAWAY

GOOD TOOLS + SAFE PRACTICES = INJURY FREE WORKPLACE

- ✓ Inspect before use.
- ✓ Use the right tool.
- ✓ Use PPE.
- ✓ Use tools correctly.
- ✓ Store tools safely.



Work smart. Work safe.

REAL-LIFE EXAMPLE

A technician was using a grinder with a damaged guard. During cutting, the disc broke and a fragment struck his arm, causing a serious injury. Investigation revealed the tool had not been inspected before use. **Proper inspection, maintenance and use of PPE could have prevented the injury.**
Take a minute to check. It can save your life.



SUPERVISOR SIGN-OFF
Discussed with crew by: _____ Date: _____

SAFETY MESSAGE
A tool is only as safe as the person using it. Use tools with care, respect and responsibility.

