



Hand & Power Tool Safety

INNM



Safe Tools

- Tools can be hazardous and have the potential for causing severe injuries when used or maintained improperly. Employers have the responsibility to ensure all tools which are being used in the workplace are free from defect & malfunction.
- Tools shall be inspected prior to use and placed out of service if found to have alterations, broken parts, or are in an un-safe condition.



PPE

- Always wear the appropriate personal protective equipment while operating tools.
- Keep in mind:
 - Crushing
 - Pinching
 - Snagging
 - Cutting



Hammers

- Use the right hammer for the job.
- Hammers create a finger and hand smashing hazards.
- What is the primary reason for the hammer?
- Will the hammer create another hazard if use inappropriately.



Knives

- Never use a dull knife blade.
- Use the knife for only cutting activities, never for prying, hammering, or drilling.
- Only use a blade large enough for the task.
- Always cut away from your body and on a sturdy surface.



Cords, Plugs, & Outlets

- Ensure the cords of power tools are in good working condition.
- Place worn out, cut, or abraded cords out of service.
- Ensure the plugs are all intact with all of the prongs, never use an altered plug.
- Check plugs for damage prior to use.
- Never stick an object other than a plug into an outlet.
- Never spray an outlet with fluid.



Power Saw

- Check the plugs & cords.
- Check for broken or missing parts.
- Ensure the correct saw blade is available for the job.
- Circular saws have been know to bind and kick back.
- Use the guards.



Drills

- Check the plugs & cords.
- Check for broken or missing parts.
- Drills usually omit sparks from the case, ensure there are no flammable vapors near.
- If your drill bit quits working it usually means it's dull.
- Gloves & sleeves have been known to get caught up in the drill bit while in use.



Belt Sanders

- Check the plugs & cords.
- Check for broken or missing parts.
- If you will be using a jig for the sander ensure it is properly seated within the jig.
- Sanders have been known to the grind fingers and knuckles along with the item being sanded.



Nail Guns

- Keep your body parts behind the nail gun.
- Never ever turn the nail gun towards yourself or aim it toward another person.
- Although there is supposed to be a safety feature which should not allow the nail gun to discharge without being on a flat area with at least 5 lbs. of pressure, never trust this.



Grinders

- Grinders are usually meant for shaping metal, do not use a grinding stone on wood, this will clog the stone and it will generate heat and sometimes will shatter due to the high temperature.
- Grinders omit lots of red hot embers, keep a watch for fires.





Be Safe

INTERNM



Acknowledgement

I _____, have completed the Hand and Power Towels training.
(Print Name)

Date: _____

Please print the acknowledgement sheet, fill in requested information and email to srsweb@unm.edu to complete training.