



Hand Tools

Hand tools are indispensable to workers, but when maintained or used inappropriately they can cause serious injuries.

For a Safe Start:

- Store tools properly and inspect them regularly for damage.
- Maintain tools in good working condition and don't use damaged tools.
- Powered hand tools must be grounded properly and double insulated to prevent electric shock.
- Match the proper tool to the task and operate according to manufacturer's instructions.
- Wear appropriate personal protective equipment (PPE) and avoid loose-fitting clothing.

Power Tools

- Switch off and unplug power tools before changing blades or servicing and repairing.
- Keep bystanders at a safe distance.
- Keep all guards and shields in place.
- Unplug and properly store power tools after use; use power lockout to prevent others from using the tool.
- Never carry a power tool by its cord or hose; don't yank on the cord to disconnect it.
- Keep fingers off the on switch while carrying a plugged-in tool.
- Maintain good balance and secure footing when operating power tools.
- Power tools set aside for maintenance should be tagged and locked.

Hand Tool Hazards

The greatest hazards hand tools pose are a result from misuse and improper maintenance:

- Do not use a screwdriver as a chisel, as the tip may break and strike you or a co-worker.
- Loose, splintered or cracked wooden handles on tools such as axes or hammers may cause the head of the tool to fly off and strike you or a co-worker.
- “Mushroomed” heads on impact tools such as chisels, wedges or drift pins may shatter on impact, sending fragments flying and causing injuries.

Safety tips developed based on generally accepted safety standards believed to be reliable at the date of publication. Information is for general guidance only and should not be relied upon for legal compliance purposes.

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