

Company Name \_\_\_\_\_ Job Name \_\_\_\_\_ Date \_\_\_\_\_



## Weekly Toolbox Talk: HAND TOOLS

Hand tools are used on every construction job. They help us to do our jobs with a bit more ease. They are used to pound nails, cut wood, put mortar on bricks, weld pipe, move dirt and even help us during clean up. But, if used improperly they can be dangerous. Use the following tips for HAND TOOL SAFETY.

Inspect your tool for damage prior to each use.

Keep cutting edges sharp - dull edges do not get the job done.

Replace broken or cracked handles - if not repaired, breaks or splinters cause injuries. Know the purpose of each tool and use each tool for its intended purpose only.

Always use the right tool for the job - if in doubt check with your supervisor.

Impact type tools such as drift pins, wedges and chisels should be kept free of mushroomed heads.

If you are working on a scaffold or ladder, make sure the tools are secure.

Never carry sharp tools sticking out of your pockets - one slip could mean a trip to the emergency room.

Use the right personal protective equipment - gloves, eye protection, etc.

Hand held power tools such as drills, sanders, saber saws or similar tools must have a momentary contact 'on-off' control.

Electric hand tools must either be of the approved double insulated type or be properly grounded - and extension cords must be checked for damage or fraying.

Do not remove or by-pass any guards - they are attached to the tool for your protection.

**ALWAYS OBSERVE HAND TOOL SAFETY RULES**

Safety

Recommendations: \_\_\_\_\_

Job Specific

Topics: \_\_\_\_\_

M.S.D.S

Reviewed: \_\_\_\_\_

Attended By: \_\_\_\_\_

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