

HAND TOOLS

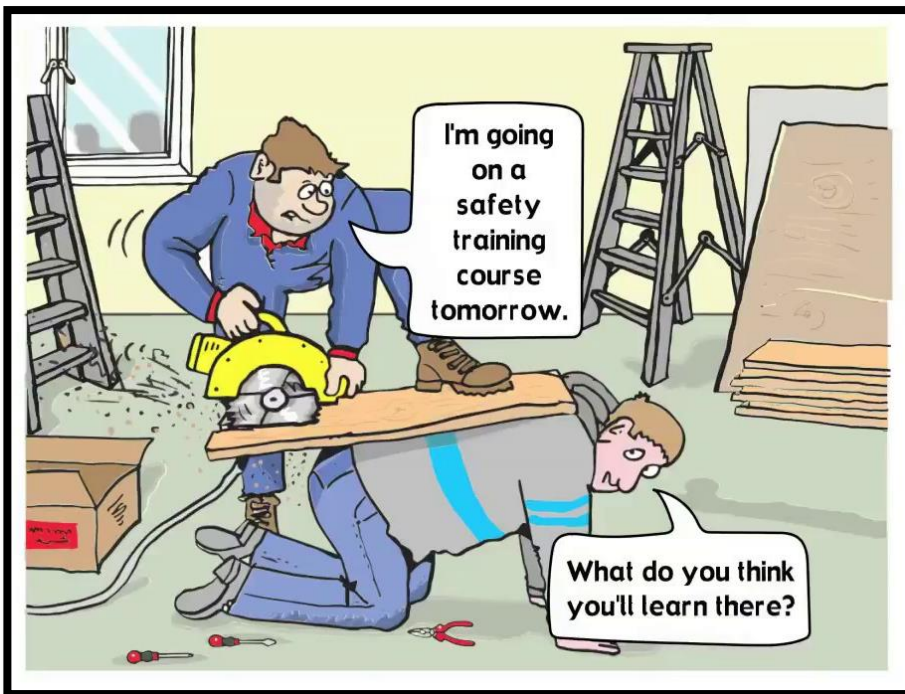
Be sure to keep all hand tools in good condition. Check to be sure that safety devices are in place and in proper working order. Lubricate your tools on a regular schedule. Keep them sharp and they will help you perform your job safely.

Typical hand tools include hammers, wrenches, screwdrivers, hand saws, axes, hacksaws, shovels, rakes, come-a-longs, picks, sledgehammers, wheelbarrows, levels, knives, punches, chisels, pliers, etc. You have probably used most of these at one time or another.

Each hand tool has a particular job to do and it's your responsibility to use the tool as the manufacturer designed it. Short cuts using the wrong tool will often cause an accident.

A perfect example of this is using your leg as a tool bench while applying pressure on something to thread in a screw. One slip and the screwdriver will bury itself into your leg. Or think about the time you may have used a crescent wrench as a hammer because you didn't have a hammer handy. A very poor safety practice and not too good for the misused tool either.

When using hand tools remember to wear the proper personal protective equipment (PPE). If there is any potential for an eye injury, safety glasses are a must. If your hands could be impacted, caught between, or punctured, be sure to protect your hands by wearing gloves. Watch out for sharp pointed tools as well as sharp edges on saw blades, or open cutting knives laying at the bottom of the toolbox or tool bag.



Keep your tools clean and organized and stored where they belong, and your tools will always be in good condition and ready to do their job!

Digging into a bag to find the right tool is an accident to happen- it could cause a nasty cut. If you have any question about what PPE to wear or when to wear PPE, ask your supervisor.

After you're done with a hand tool return it to the place it belongs. This may be your own toolbox or belt, or it may be back in the tool trailer or gang box. When you return it, place it properly so that the next person can pick it up without the possibility of injury. Should a tool get damaged take it out of service for repairs, and if it can't be repaired, dispose of it. Defective tools are dangerous and should not be used. Never take a defective tool home to use it in your workshop. Taking a chance with one last use of a defective tool could be your last chance, period.

Hand tools make your job much easier. Care for them properly and use them wisely.

Don't be a fool – use the proper tool.