

10.21.22

# HAND AND POWER TOOLS

## YOU KNOW THE DRILL.

Hand and power tools are to be operated according to the manufacturers' instructions and guidelines and appropriate Personal Protective Equipment (PPE) are to be worn. All hand and power tools will be kept in good condition with regular maintenance.

### FIXED BLADE UTILITY KNIVES

No fixed blade utility knives will be used on any company project, only retractable-blade knives will be utilized. Retractable-blade knives feature a handle that is shaped to fit the hand and a push-button slide that fully retracts into the handle for safety and can also be adjusted for cutting depths. Spring-loaded retractable blades are preferred.

### HAND TOOLS

- Impact tools such as chisels, wedges, etc. are not to have mushroomed heads.
- Wooden handles will not be splintered or cracked.

### ELECTRIC TOOLS

- Never lift or carry a power tool by its cord.
- Guards and safety switches will not be removed or made inoperative.
- Electric tools must have a three-wire cord unless it is double insulated.
- Do not wear loose clothing or jewelry.
- Never carry a power saw while it's running.
- Maintain a solid stance preferably on flat ground to minimize potential slips and falls.
- Keep a two-handed grip during use and watch your work.
- "Free cutting" of material using a skill saw (supported off of the body) is not allowed. Small pieces shall be secured from movement.

### PORTABLE ABRASIVE WHEEL TOOLS

- Guards will not be removed.
- Grinding disks and wheels will be checked to verify they are in good condition as well as the correct one for the grinder and rpm.
- Do not wear loose clothing or jewelry.

### PNEUMATIC TOOLS

- Air hoses ½ inch in diameter or greater will have a safety excess valve installed at the source of air.
- Clips, whips, or retainers are required at each air hose coupling to prevent attachments from being ejected from the tool.
- Only the pneumatic nail guns requiring the muzzle to be pressed against the work surface to fire are allowed.
- Hose couplings will be secured to prevent displacement.
- Pneumatic nail guns will be disconnected from the air supply when unattended.

### POWDER ACTUATED TOOLS

- Employee-owners will be certified/authorized to operate a powder-actuated tool and required to carry their training card at all times.
- Fired cartridges should be placed in a container or bucket and properly disposed of.
- The powder-actuated tool must not be able to fire until it is placed against the surface with a force of 5 pounds or greater.
- Misfired cartridges are to be placed in water for 48 hours.