

	HAND TOOLS	Date:
	TOOLBOX / TAILGATE TALK	Presenter:

Hand Tools

1. It is important to maintain hand tools in good working condition. The following precautionary measures will be kept in view:
 - ✓ Wooden handles shall be kept free from splinters and cracks.
 - ✓ Wooden handles for hammers and sledgehammers shall be secured with tapered wedges.
 - ✓ Steel wedges, spanners, hammers, etc, shall be free from burrs.
 - ✓ Non-sparking brass tools, chisels, etc, should be trimmed down to prevent "mushrooming" the head of the tool.

2. Files should have proper handles. Avoid using files with bare tangs.

3. Always wear eye protection while using striking tools.

4. While using a hammer to strike a spanner, chisel, etc, the tool being hit shall not be held by hand. Always hold a striking tool in place with rope, stiff wire loop, or other means to keep the hands away from being hit by the hammer.

- 5 Following 5 basic safety rules can prevent all hazards involved in the use of tools:
 - ✓ Keep all tools in good condition with regular maintenance (CHECK INSPECTION STICKERS).
 - ✓ Use the right tool for the right job.
 - ✓ Inspect each tool for damage before use.
 - ✓ Operate according to the manufacturer's instructions.
 - ✓ Provide and use the proper PPE.

- 6 The greatest hazards posed by hand tools result from misuse and improper maintenance. The tool may also become unsafe to use. In fact, it is estimated that hand tool mishaps are responsible for about 1 out of 12 workplace injuries-including cuts and bruises, punctures, fractures, even loss of finger, hand, or eye. Some examples to misuse:
 - ✓ Using a screwdriver as a chisel may cause the tip of the screwdriver to break and fly, hitting the user or other employees.
 - ✓ If a wooden handle on a tool such as a hammer is loose, splintered, or cracked, the head of the tool may fly off and strike the user or another worker.
 - ✓ A wrench must be used if its jaws are sprung, because it might slip.

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