

Basic Rules for Hand Tools

At work or at home, the rules for hand tools are the same...

ALWAYS...

 Know the purpose of each tool, and use it only for that purpose.

 Use the right size tool for the job.

 When working on ladders or scaffolding, make sure tools are secure. A falling tool is a dangerous object.

 When carrying tools, point cutting edges toward the ground.

 Wear appropriate personal protective equipment when working with tools.

 Inspect tools before each use and replace or repair if worn or damaged.

 Clean tools after every use.

 To prevent rust, lightly oil metal tools and store them in a clean, dry place.

 Keep cutting edges sharp.

NEVER...

 Never use any tool unless you are trained to do so.

 Never test a cutting edge with your fingers—use scrap material instead.

 Never put sharp or pointed tools in your pockets.



SAFETY HAZARDS