

HAND AND POWER TOOL SAFETY – GENERAL

Damaged or Defective Tools

Do not use broken, defective, burned or mushroomed tools. Report defective tools to your supervisor and turn tool in for replacement. Personally supplied tools shall meet all safety requirements, safety rules and OSHA regulations.

Hard Facing

Do not strike two hardened steel surfaces together; i.e. two hammers or a hammer and hardened steel shafts bearings, etc.

Power Tools

Only assigned, qualified operators will operate power, explosive actuated or air driven tools. Employees shall read the operators manual prior to using a tool the first time. An operator's manual must be on site and accessible to the employees.

Storage

All tools must be returned to their case at then of each use and shift. Batteries, accessories must be placed in the case unless the battery requires recharging. Bits, and other items similar to bits must not be stored in the case but need to be stored in their designated location. **ALL TOOLS SHOULD BE STORED IN THEIR CASE.**

Tools returned to the warehouse without their case, missing parts, or in need of repair, will be replaced at the cost of the project.

Keep tools in their proper storage place when not in use. Do not leave tools where they might present a tripping hazard, fall on somebody or be stolen. Do not carry sharp edged tools in your pockets. E Light Electric Services cannot be responsible for personally supplied tools. You may lock your tools in the company gang boxes or office, but E Light Electric Services will not be responsible for loss or theft. We recommend that all employees take their personal tools home with them after each shift.

Proper Tool

Always use the proper tool and equipment for any task you may be assigned to do. For example: do not use a wrench as a hammer or a screwdriver as a chisel.

Overhead Hoists

The supporting structure to which to hoist is attached or suspended shall have a safe working load equal to that of the hoist.

Machine Guarding

One or more methods of machine guarding shall be provided to protect the operator and other employees in the machine area from hazards such as those created by point of operation, ongoing nip points, rotating parts, flying chips and sparks.

Grinders

Work rests must be provided and kept adjusted closely to the wheel with a maximum opening of one-eighth inch to prevent the work from being jammed between the wheel and the rest. Tongue guards must be provided and kept adjusted to within one-fourth inch. All periphery guards must be provided and maintained.

Compressed Air

Compressed air used for cleaning. Compressed air shall not be used for cleaning purposes except where reduced to less than 30 psi and then only with effective chip guarding and personal protective equipment.

Hand and Portable Tools

General requirements - Each employer shall be responsible for the safe condition of tools and equipment used by the employees, including tools and equipment that may be furnished by employees.

All portable tools - must be equipped with positive on - off switches. Each tool must be grounded with a three-wire type plug or double insulated.

Circular Saws - All portable, power-driven circular saws having a blade diameter greater than 2 inches shall be equipped with guards above and below the base plate or shoe.

Jacks

The rated load shall be legibly and permanently marked in a prominent location the jack by casting, stamping, or other suitable means.

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Personal Protective Equipment

PPE shall be donned based on E Light Policy, manufacturers recommendations, and a Job Hazard Analysis. For more information, see E Light's PPE program.