1. Wear eye protection. Always wear safety glasses, goggles or a face shield when you work in the shop.
2. Always use the right type of tool for the Job. Use the tool designed for the work you want to do.
3. User the right size tool. Don’t try to do heavy work with a small, light tool. Don’t try to do fine work with large heavy-duty tools. Use the tool that suits the work.
4. Before you use a tool, check to be sure it’s clean and in good condition.
5. Never use your hands or fingers to test whether or not a tool is sharp. If the tool is as sharp as it should be, you would cut yourself. Test it on a piece of scrap wood.
6. Be sure the handle is fitted tightly and securely.
7. Don’t use a dull, broken or defective tool. Report defective or damaged equipment to the instructor.
8. Always carry tools by the handle.
9. When you carry a tool, hold it so the point or sharp edge is pointed down toward the floor.
10. Fasten down the work. Use a vise, clamps or hold-downs to hold the work securely. Do not try to hold down the work with one hand and use the tool with the other hand. You need both hands free.
11. Plan the work so you can keep your balance. Always keep your weight on both feet and don’t over-reach.
12. Don’t lay tools down near the edge of the bench. Don’t lay tools down where they may roll off, where someone could bump into them or where someone could trip over them.
13. Never aim a cutting tool toward your hands, arms or body. Aim the tool away from you and away from others, whether you are working with it or just holding it.
14. Always keep your hands and arms out of the path of a cutting tool. Keep hands and arms behind the cutting edge.
15. When you are finished with a tool, return it to its assigned storage area. Do not leave tools lying around.
16. Use the tools only if you understand how to use them correctly and safely. If you’re not sure, check with the instructor.
17. The chisel is one of the simplest hand tools, and it’s one of the most dangerous. More injuries have been caused by the misuse of the chisel than by any other hand tool. Use it with respect, care and attention.
18. Use chisels that are sharp and in good condition. A dull or damaged chisel can be more dangerous that a sharp one.
19. The handle must be in good condition. Don’t use a chisel with a split, damaged or “mushroomed” handle.
20. Never point the chisel towards any part of your body. Always work so the chisel is pointed away from you.
21. Use the chisel only for what it is designed to do.
22. Avoid using a steel hammer with a chisel. Use a mallet.
23. When you use a chisel with a mallet, tap it firmly, but don’t strike it too hard. Don’t strike the chisel as though you are driving a nail.
24. Avoid taking too much material off at one time. It’s much safer to make several shallow cuts instead on one deep cut. A series of shallow cuts also results in better quality work.