

# Hand Tools

**Hand tools in poor condition are responsible for a vast number of injuries.**

1. Wear **EYE PROTECTION** whenever using hand tools.
2. Have a proper storage location for your tools to protect them from loss or damage. After use, clean and **RETURN THEM TO THEIR PROPER PLACE** so they are always ready when you need them.
3. Never leave tools on the floor, hanging over edges, on ramps or hoists where they could be forgotten or cause a tripping hazard.
4. When tools become worn or damaged, they should be repaired or replaced immediately. Show your instructor.
5. Use chisels, knives, blades that are sharp. Do not use blunt tools.
6. Use tools only for their intended purpose. For example, screwdrivers should not be used as pry bars – if they bend under load, they are no longer useful and may be dangerous to use as a screwdriver.
7. Files should not be used as pry bars – they are extremely brittle and when breaking will release fragments which could injure or blind you.
8. **NEVER STAND BEHIND** anyone who is swinging a hammer. If you must observe what is being done, stand off to the side out of the way of the hammerhead.
9. Always reference the owner's manual before operating and servicing equipment.

**AT ALL TIMES – IF IN DOUBT, STOP! ASK YOUR INSTRUCTOR**