# **Drilling**

### 1. Purpose

The purpose of these safety instructions is to ensure that, having read the instructions, the employee is aware of the risks associated with the described work activities and can perform them safely.

#### 2. General

A drill can be as simple as a hand drill or as complicated as a drill driven pneumatically, hydraulically, electrically or by means of an internal combustion engine. Twist drills are generally used to drill the holes. The spirals then serve to remove the pulverized material or swarf. However, there are also exceptions. For example, a drill used to drill through the earth's crust is usually fitted with a rotating triangular drill bit in which the powder is extracted through the inside of the drill bit.

Most hand drills have a hammer function, for more efficient drilling through brick or concrete. The drill is then moved vigorously back-and-forth in the longitudinal direction of the drill bit. This hammering action pulverises the material, while the rotating motion carries it away. Such machines are further subdivided into percussion drills and hammer drills.

Hand drills are often multifunctional tools, designed to also serve as a power screwdriver, grinder, power drill, etc.

#### 3. Risks

- Being grabbed by rotating parts
- Seizure of the drill in the workpiece

#### 4. Measures

- Do not wear loose clothing or gloves
- Wear the required PPE

## 5. Picture









7. Required PPE









- Check the drill in advance to make sure it is safe to use
- Use only approved tools
- Provide adequate lighting of the work area
- Use safe voltage where necessary



- Do not use tools with broken/damaged leads
- Never remove the protection on the machine
- Do not wear loose clothing
- Do not wear <u>any</u> type of gloves

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