

USE OF HAND AND POWER TOOLS

Work description: Use of Hand and Power Tools

Scope: Jobs / Tasks requiring the use of hand and power tools

References:

- U.S. Occupational Safety and Health Administration (OSHA) Occupational Safety and Health Standards for General Industry contained in Title 29 of the Code of Federal Regulations Part 1910 (29 CFR 1910) (§1910. 242)
- State of Hawaii - Development Occupational Safety and Health Section (HIOSH) - Hawaii Administrative Rules Title 12, Department of Labor and Industrial Relations Subtitle 8, Hawaii Occupational Safety and Health Division Part 2, General Industry Standards Chapter 60 (§12-60-2(b) Safety and health programs.)

PPE and precautions

As per Task Risk Assessment

Competencies or qualifications

As per Task Risk Assessment

Licenses or permits required

As per Task Risk Assessment

Tools and equipment required

As per Task Risk Assessment


Note

Typical project activities usually require the use of numerous hand and power tools. These tools shall be selected, inspected, used, and maintained to ensure the safety of employees.

General Safety Procedures

All

General safety procedures for the use of hand and power tools include the following:

- Only hand and power tools designed for the task being performed shall be selected
- Hand and power tools shall be inspected, used, and maintained in accordance with the manufacturer's instructions and recommendations.
- Hand and power tools shall be inspected, tested, and determined to be in safe operating condition prior to use. Continued periodic inspections shall be performed to assure safe operating condition and proper maintenance.
- Safety devices required on hand and power tools shall be installed and properly adjusted.
- Hand and power tools determined to be defective or otherwise unsafe for continued use shall be immediately removed from service and repaired by a qualified individual or replaced. The defective hand and power tools shall be marked/label to prevent others using them until repair/service of the hand and power tools are performed.
- Hand and power tools used in overhead work shall be secured or placed in holders when not in use.
- Hand and power tools shall not be thrown from one location to another, from one person to another, or dropped to lower levels.
- Non-sparking hand and power tools shall be used where sources of ignition may cause a fire or explosion.
- Tools designed to accommodate guards shall be equipped with such guards. All guards shall be functional.
- Tools with reciprocating, rotating, or other moving parts shall be guarded if exposed to contact by employees or otherwise create a hazard.
- "Job-made" hand and power tools are prohibited.
- All hand-held power tools shall be equipped with a constant pressure switch that will shut off power when pressure is released. (Do we use this function on all tools, if not remove)
- HRH will not allow the use of unsafe hand or power tools.
- Electric power operated tools shall either be of the approved double insulated type or grounded according to standards. Double insulated tools shall be conspicuously marked by the manufacturer as such.
- Electric cords shall not be used to hoist or lower tools.
- Pneumatic power tools shall be secured to the hose with a whip check or some other positive means to prevent the tool from becoming accidentally dislodged.
- Safety clips or retainers shall be securely installed and maintained on pneumatic impact tools to prevent attachment from being accidentally expelled.
- Compressed air shall not be used for cleaning purposes unless the pressure is less than thirty pounds (30) per square inch (psi) and then only with effective chip guarding.
- Only trained employees of the particular tool in use shall be allowed to operate a powder-actuated tool.
- The powder-actuated tools shall be tested each day before loading to see that all safety devices are functioning. Method of testing shall be in accordance with manufacturer's instructions.

Approved By: ☐ Director, Operations and Maintenance

☐ Department Manager

☐ Manager, HSE (Operations and Maintenance)

Signature:
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