

Safe Use of Hand Powered Tools

Select the right tool for the job. Make sure the tool is:

- Designed for the job
- The right size
- Can be used in a comfortable position and requires a minimum of force
- Has a non-slip grip or handle fitted for improved grip/ stability
- Do not modify a tool
- Ensure tool is only used by someone competent to do so

Check if the tool is in good condition

- Look for any wear or damage
- Tools should not be rusty, warped, splintered or cracked
- Be wary of tools covered in paint, dirt or grease that might be hiding some damage
- Make sure cutting tools are sharp

Wear the right PPE

- Eye protection such as safety glasses with side shields or goggles
- Gloves that protect the hand but still allow tool to be gripped
- Use other forms of PPE if applicable, such as suitable shoes, ear defenders, etc

Check the surrounding area

- Ensure there are no slip / trip hazards
- Make sure tools are insulated if using near energised electrical parts

Use the tool safely

- Handle sharp-edged and pointed tools with care.
- Cut away from yourself when using chisels, knives and other edged tools.
- Anticipate that the tool may slip or miss its target, and arrange the task and your action so that this cannot cause injury.
- Where possible, secure work with clamps or a vice, freeing both hands to operate the tool.
- Keep your balance and proper footing when working, being careful not to overreach.
- Don't force screws; make sure that the correct screw or fixing for the job is being used.

Transporting tools

- Never carry sharp tools in your pocket or with the blade or point exposed.