

## HAND AND PORTABLE POWERED TOOLS

### Hand Tools and Equipment

<input type="checkbox"/>	Are all tools and equipment (both company and employee owned) used by employees at their workplace in good condition?
<input type="checkbox"/>	Are hand tools such as chisels and punches, which develop mushroomed heads during use, reconditioned or replaced as necessary?
<input type="checkbox"/>	Are broken or fractured handles on hammers, axes and similar equipment replaced promptly?
<input type="checkbox"/>	Are worn or bent wrenches replaced regularly?
<input type="checkbox"/>	Are appropriate handles used on files and similar tools?
<input type="checkbox"/>	Are employees made aware of the hazards caused by faulty or improperly used hand tools?
<input type="checkbox"/>	Are appropriate safety glasses, face shields, etc. used while using hand tools or equipment which might produce flying materials or be subject to breakage?
<input type="checkbox"/>	Are jacks checked periodically to ensure they are in good operating condition?
<input type="checkbox"/>	Are tool handles wedged tightly in the head of all tools?
<input type="checkbox"/>	Are tool cutting edges kept sharp so the tool will move smoothly without binding or skipping?
<input type="checkbox"/>	Are tools stored in dry, secure locations where they won't be tampered with?
<input type="checkbox"/>	Is eye and face protection used when driving hardened or tempered spuds or nails?

### Portable (Power Operated) Tools and Equipment

	Are grinders, saws and similar equipment provided with appropriate safety guards?
	Are power tools used with the correct shield, guard, or attachment, recommended by the manufacturer?
	Are portable circular saws equipped with guards above and below the base shoe? Are circular saw guards checked to assure they are not wedged up, thus leaving the lower portion of the blade unguarded?
	Are rotating or moving parts of equipment guarded to prevent physical contact?
	Are all cord-connected, electrically operated tools and equipment effectively grounded or of the approved double insulated type?
	Are effective guards in place over belts, pulleys, chains, sprockets, on equipment such as concrete mixers, and air compressors?
	Are portable fans provided with full guards or screens having openings ½ inch or less?
	Is hoisting equipment available and used for lifting heavy objects, and are hoist ratings and characteristics appropriate for the task?
	Are ground-fault circuit interrupters provided on all temporary electrical 15 and 20 ampere circuits, used during periods of construction?
	Are pneumatic and hydraulic hoses on power operated tools checked regularly for deterioration or damage?

### Powder-Actuated Tools

	Are employees who operate powder-actuated tools trained in their use and carry a valid operator's card?
	Is each powder-actuated tool stored in its own locked container when not being used?
	Is a sign at least 7 inches by 10 inches with bold face type reading "POWDER-ACTUATED TOOL IN USE" conspicuously posted when the tool is being used?
	Are powder-actuated tools left unloaded until they are actually ready to be used?
	Are powder-actuated tools inspected for obstructions or defects each day before use?
	Do powder-actuated tool operators have and use appropriate personal protective equipment such as hard hats, safety goggles, safety shoes and ear protectors?