

## S34 – Toolbox Talk

### Workshop Safety – Hand-held Power Tools

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The major hazards that must be considered when using hand-held tools are:

- Vibration
- Electrocutation
- Noise
- Dust, and
- Flying debris.

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- Never use hand-held power tools unless you have been suitably trained
  - Only use power tools that have been PAT tested
  - Always inspect the power tool before use for obvious defects. Make sure that all cables, plugs and sockets are in good order and not damaged
  - Only 110V tools are permitted on-site. All tools must be earthed where appropriate. Cables must be long enough so they are not strained when undertaking the work
  - Always wear eye protection when operating any power tools, and wear ear protection when using pneumatic tools. Wear any other personal protective equipment as advised by your manager or supervisor
  - Avoid standing on damp or wet surfaces when using electrical equipment. If equipment becomes wet, turn off any power sources, allow the tool to dry, and get it checked by a competent person before further use
  - Always wear vibration absorbing gloves when using vibrating jackhammers
  - Authorisation by the manager is required for using angle grinders or cutters
  - Always ensure that when you are operating vibrating tools for long periods, you take regular breaks
  - Always ensure that you keep your hands warm when operating a vibrating tool
  - Always report any abnormal vibration to your manager or supervisor
  - Disconnect tools when not in use.



## Training register

Date .....

Name of attendee

Signature

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