

# Toolbox Talk

## Power Tools



### What?

- A power tool is a machine powered by an electric motor, compressed air motor or internal combustion engine or propelled directly by fuel or other materials
- Power tools are either fixed such as turning lathes, band saws or pedestal drills where the work is taken to the machine, or portable such as chipping hammers, hand held drills etc. where the tool is taken to the work piece

### Why?

- Power tools by their very nature harness power and therefore if used incorrectly can inflict serious injury
- They can also be noisy and vibrate and when operated over a long period can cause noise induced hearing loss or vibration white finger if appropriate precautions are not taken
- The greatest risks posed by power tools result from misuse and improper maintenance
- Most tools come with safeguards such as adjustable guards, screens and safe handholds and it is extremely important to check these are in place and working properly before starting the tool
- Formal visual inspection should be carried out by a competent person and a detailed report kept of the results and any subsequent action
- Users should also check equipment before each use

### Do



- ✓ Wear correct PPE (eye protection etc.)
- ✓ Ensure tool is inspected, tested, and in good working order before use
- ✓ Check for defects
- ✓ Select the right tool for the job
- ✓ Get a good grip and stance before use
- ✓ Immediately report any defects you find
- ✓ Visually inspect equipment prior to use and follow manufacturer's instructions
- ✓ Use equipment for its intended purpose
- ✓ Make sure guards are in place and secured
- ✓ Check safety devices and interlocks work properly before using equipment
- ✓ Make sure any power source is compatible with the equipment before connecting to the supply

### Don't



- ✗ Leave cables or hose where people can trip over them
- ✗ Use in areas with flammable vapours present (unless they are designed for that purpose)
- ✗ Adjust the tool without first disconnecting from the power source
- ✗ Use damaged or defective tools
- ✗ Use defective or damaged items
- ✗ Change components unless trained
- ✗ Operate portable equipment if you are not sure how it works

**Do not use faulty  
or damaged tools  
Report  
faults immediately**