## Task: STANDARD SAFETY INSTRUCTIONS FOR USE OF ALL POWER TOOLS

### Required PPE:

1. Safety Glasses or Goggles  
2. N95 Dust Mask or Respirator (as needed)  
3. Safety Shoes or Boots  
4. Hearing Protection (as needed)  
5. Gloves (as needed)

### Required Training:

- These standard safety instructions are to be followed when using any power tool.  
- Specific safety instructions may be required for various tools.  
- Read, understand, and follow manufacturer’s safety instructions.  
- Lockout/Tagout Training (LOTO)  
- Respirator Training (prior to use)

### TASK | HAZARDS | CONTROLS
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Prepare for Use | Slips, Trips, and Falls | • Clean work area before starting  
 | | • Make sure area is well lit  
 | Flying Parts | • Secure and tighten all parts before starting  
 | | • Use proper tool accessories  
 | Bodily Injury | • Check and replace any broken or damaged parts  
 | | • Wear appropriate eye protection  
 Use of Power Tools | Fire | • Don’t operate tools in explosive atmospheres—such as areas with vapors from flammable or combustible liquids  
 | Electrical Shock | • Check cord and ground prong for damage  
 | | • Grounded tools must be plugged into properly installed grounded outlets  
 | | • Do not force polarized plugs into an outlet  
 | | • Do not use grounding adapters improperly  
 | | • Do not use power tools in rain or wet conditions  
 | Bodily Injury | • Disconnect the plug from power source before making any adjustments or changing accessories  
 | | • Do not wear loose clothing or jewelry  
 | | • Tie long hair back  
 | Eye Injury | • Wear safety glasses or goggles as appropriate—some tasks may also require a face shield  
 | Inhalation of Dusts or Particles | • Wear dust mask or respirator as needed  

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<table>
<thead>
<tr>
<th>Use of Power Tools</th>
<th>Back or Muscle Strain</th>
<th>Bodily Injury</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Do not overreach</td>
<td>• Obtain Accident Prevention Tag. Mark equipment “Do Not Use” and specify problem or hazard</td>
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<tr>
<td></td>
<td>• Keep feet shoulder length apart</td>
<td>• Whenever possible isolate power source so equipment cannot be used. (Lockout/Tagout)</td>
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<tr>
<td>Procedure for Malfunctioning or Broken Equipment</td>
<td></td>
<td>• Notify shop and/or take equipment to shop</td>
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</tbody>
</table>