

SAFE WORK PRACTICES

3.2 SAFE USE OF DRILLS/SCREW GUNS

Safe Work Practices:

1. Ensure drills are maintained on a regular basis to ensure good working condition.
2. Ensure proper training is provided to individuals using this equipment.
3. Ensure P.P.E. is used when operating drills.
4. Ensure work area is properly lit, with no obstructions in the area of the work.
5. Equipment should be locked up to ensure it is not accessible by untrained individuals.
6. Inspect drill bit for wear – change if bit is worn on edges.

Procedures:

1. Operators must wear proper P.P.E. applicable to this equipment (ie: Safety Boots and Safety Glasses).
2. Ensure the drill is in proper working condition.
3. If drilling into a moveable item/material, ensure this is clamped properly prior to drilling.
4. Ensure drill setting is proper and direction of turning bit is correct.