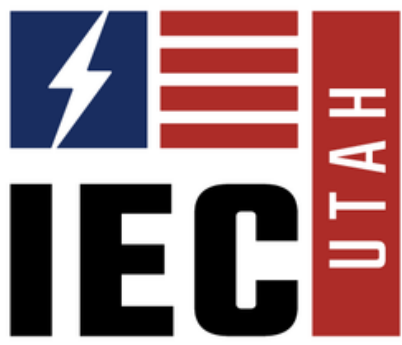
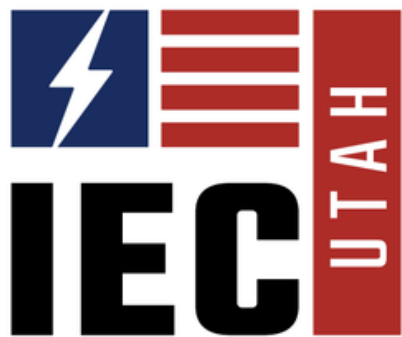




IT'S IN YOUR HANDS

WEEKLY SAFETY MEETING



FOR THE CONSTRUCTION INDUSTRY

Company
Name

Job
Name

Date

AA tool is only as safe and effective as the person using it. Hand tools are designed for specific purposes, and using them correctly is essential for both safety and productivity. You wouldn't use a sledgehammer to drive a finishing nail or a pipe wrench to tighten a screw. Every tool has a proper application, and every task requires the right equipment. While safety requirements may vary depending on the tool and the job, two basic rules apply to almost every situation: 1) Choose the right tool for the job, and 2) Make sure the tool is in good condition before using it. Choosing the right tool may seem obvious, but many injuries occur because workers try to make do with whatever tool is closest at hand. You've probably seen someone use a screwdriver as a chisel, strike an object with a wrench, or force a standard socket onto a metric fastener because it was "close enough." These shortcuts can damage tools, damage materials, and most importantly, cause serious injuries. Taking a few extra minutes to retrieve the correct tool is far better than risking an accident or damaging equipment. No job is so urgent that it justifies using the wrong tool. Before using any tool, take the time to inspect it carefully. A quick inspection can identify problems that might otherwise lead to injury. Check hammer and mallet heads for chips, cracks, or looseness. Inspect wooden handles for splits, cracks, or splinters, and examine fiberglass or plastic handles for damage. A defective handle can lead to loss of control, causing cuts, bruises, or more serious injuries. Pay close attention to cutting and striking tools. Chisels with mushroomed heads can send metal fragments flying when struck. Wrenches with worn jaws may slip unexpectedly, and damaged sockets can round off fasteners or break under pressure. Sharp tools should be kept sharp, as they generally require less force and provide better control than dull ones. A dull blade often causes users to exert extra force, increasing the risk of slips and injuries. If you discover a damaged or defective tool, remove it from service immediately. Do not attempt to "make it work" or assume it will last for one more job. Report the issue, tag the tool if required by your company's procedures, and replace it with one that is safe and properly maintained. A defective tool can fail without warning and put both the user and nearby coworkers at risk. Tool safety doesn't end with selecting and inspecting equipment. Always use tools according to the manufacturer's recommendations and follow established work procedures. Maintain a secure grip, keep cutting edges pointed away from your body, and never use excessive force. Be aware of your surroundings and make sure coworkers are clear before using striking or cutting tools. Finally, don't forget the importance of personal protective equipment. Safety glasses, gloves, face shields, hearing protection, and other PPE may be necessary depending on the task. The right tool, properly maintained and used correctly, is one of the most effective ways to prevent injuries and improve efficiency. When skilled workers use the proper tools safely and thoughtfully, they not only protect themselves but also help create a safer workplace for everyone.

SAFETY REMINDER: PPE is no different than any other tool, choose the right PPE for the job, and make sure that it's in good condition.

Special Topics For Your Project

Reviewed MSDS #

Subject

Meeting Attended By

Supervisor's
Signature

These instructions do not supersede local, state, or federal regulations.