

Basic workshop safety: Technology (Mandatory)

Answers

Activity: Hand tool guidelines

1. Never use any hand tool unless you are familiar with its use and have had instruction.
2. If you have a question about how to use a hand tool, ask your teacher.
3. Inspect tools before each use and repair or replace if worn or damaged. Keep cutting edges sharp.
4. Never test a cutting edge with your fingers. Test the operation of the tool on a scrap piece of material.
5. Hold material securely on the bench with a bench hook, G-cramp or vice when working on it.
6. Use light slow strokes when commencing a saw cut and ease the pressure as the saw breaks through the material being cut.
7. Ensure that material is never allowed to protrude past the edge of the bench.
8. Keep hands behind the cutting edge of sharp tools such as chisels and gouges when removing waste material.
9. When carrying sharp tools, point cutting edges away from you. Never put sharp or pointed tools in your pockets.
10. Wear personal protective equipment (PPE) such as safety glasses, safety goggles, ear protection and hair restraint where appropriate in the workshop.