

Talk No: 22	Title: USE OF HAND TOOLS
Introduction: Misuse and poor maintenance of hand tools result in countless injuries every year. Whilst many may be considered “minor” - all are avoidable by complying with relatively simple procedures.	
Main points: <ul style="list-style-type: none">- Only ever use the right tool for the job.- Maintain all tools in a serviceable condition – if unserviceable either repair or replace.- Control/protect tools with obvious risks (Stanley knives, etc).	
Discussion points: <ul style="list-style-type: none">- Use correct size spanners/sockets for nuts – if using adjustable, be extra cautious as these are more prone to slipping.- Always keep hands behind cutting edges when working.- Grind down mushroomed heads of chisels, punches, etc to prevent splinters flying off.- Do not use screwdrivers as chisels – handles splinter.- Replace split or damaged wooden handles – do not tape or wire up.- Regularly check hammer heads, etc for security of fixings.- All files should be fitted with suitable wooden handles.- Where necessary use specialist tools (insulated screwdrivers on electrics).- Protect sharp edges/points of tools.- Keep tools in toolboxes or racks when not in use.- Where applicable ensure suitable PPE is worn (eye protection, gloves, etc). <p style="text-align: center;">MINOR ACCIDENTS CAN RESULT IN MAJOR INJURIES (A SPLINTER FROM A CHISEL HEAD CAN BLIND YOU!)</p>	
Notes:	