



## HAND TOOL SAFETY

Hand tools, while seemingly harmless, can actually be a real danger if not used or maintained properly. Hand tools can cause cut/puncture/scrape injuries, eye injuries and struck-by injuries. Awkward working positions and body postures, static load on arms and upper body muscles, forceful grips, and vibration can also cause repetitive motion and ergonomic injuries while using hand tools.

### MAKE SURE YOU PRACTICE THESE TIPS FOR BASIC HAND TOOL SAFETY:

- Regularly inspect tools to make sure they are in good condition - don't use tools that are loose or cracked
- Use tools that are the right size and type for the job
- Wear proper personal protective equipment (PPE) including gloves, eye protection, and hard hats as appropriate
- Keep your cutting tools sharp and in good condition
- Don't work with oily or greasy hands
- Handle sharp-edged and pointed tools with care.
- Don't carry tools up a ladder - use a hoist or rope
- Don't throw tools to a fellow worker - hand it to them
- Don't use a file without a handle
- Cut away from your body when you use chisels and other cutting tools
- Use ergonomic tools, if available, for repetitive and forceful movements
- If anything breaks or malfunctions, report it to your supervisor immediately and take it out of service
- After using a tool, clean it and store it properly



I understand the information presented and the importance of using hand tools properly.

**COMPANY:** \_\_\_\_\_

**EMPLOYEE NAME:**

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**LEARN MORE WAYS TO KEEP YOUR WORKPLACE SAFE.**  
**VISIT** [safeatwork.mo.gov](http://safeatwork.mo.gov).

