



Safety Rules: Power Drills

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1

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Purpose

This document outlines the rules for the safe operation of power drills.

Scope

This document applies to all maintenance workers deemed competent by their supervisor.

Training

Workers using power drills must be competent with the task required as well as competent with the drill being used. The supervisor or another competent worker must train workers in the use of the applicable drill and in accordance with the Manufacturer's Instruction booklet.

Rules

1. Operators **must follow the operating procedures outlined in the Manufacturer's information booklet.** The Manufacturer's Instructions must be kept with the equipment.
2. The drill must be suitable to the task
3. PPE to be worn: Safety glasses or full-face shield, safety boots, hearing protection.
4. Limit the use of gloves around moving parts
5. Long hair and loose clothing must be kept away from work surface and moving parts
6. Ensure the work piece is secure
7. Always use quality bits appropriate to the material being drilled.
8. Use appropriate manual handling techniques – do not bend and twist the back, use the legs. Take regular rest breaks. Always drill within comfortable reach of work.