Use of powered shop tools is permitted ONLY after TRAINING has been completed to the satisfaction of the Departmental Instructor or Shop Supervisor.

Immediately REPORT all non-emergency problems or concerns to the Shop Supervisor at x _______.

At least TWO PERSONS must be present when powered shop tools are in use (Buddy System). Students using the Shop after hours must SIGN IN and OUT on the Shop Log.

EYE PROTECTION must be worn at all times when powered tools are in use, and other Personal Protective Equipment (ear plugs, gloves, work apron, dust mask, etc.) as needed for the task.

SECURE long hair, loose clothing or accessories, and all jewelry; NO open-toe shoes.

Never attempt to use an UNFAMILIAR tool, or one NOT designed for the intended use.

INSPECT tools before and after use for any Damage, Deficiency, or Dull cutting surfaces.

All GUARDS, SHIELDS, and DUST COLLECTION must be in place and in working order.

Check stock materials for nails, screws, or other EMBEDDED OBJECTS before cutting.

Follow all POSTED USE INSTRUCTIONS for each powered shop tool.

BORROWING of hand or portable power tools requires the Shop Supervisor’s permission.

Know the location and use of all LIFE SAFETY equipment specific to the Shop (i.e., Power-Down Switch, Fire Extinguisher, Emergency Lighting, Landline Telephone, etc.).

Keep AISLES, EXITS, and ACCESS to Life Safety equipment CLEAR at all times.

Know the location and use of the FIRST AID KIT and EYEWASH station.

NO SMOKING or OPEN FLAMES are allowed in the Shop at any time.

NO FOOD or DRINK are allowed in the Shop outside of designated break areas.

NO LOUD MUSIC or use of CELL PHONES are allowed while powered tools are in use.

Do NOT use powered shop tools when TIRED, or Distracted by other tasks.

CLEAN UP after yourself, and RETURN tools to their proper places when done.

Do not use COMPRESSED AIR to clean skin or clothing, only work surfaces.

FOR ANY EMERGENCY, DIAL x3500 or 911