

Hand Tool – Safety Checklist!

This checklist is to be completed at least weekly. Any "no", must be explained at the bottom.

#	ITEM:	YES?	NO?
1.	Are tools selected to avoid:		
	Excessive vibration?		
	Excessive force?		
	Bending or twisting the wrists?		
	Finger pinch grip?		
2.	problems associated with trigger finger?		
	Are tools powered where necessary and feasible?		
3.	Are tools evenly balanced?		
4.	Are heavy tools counterbalanced?		
5.	Does the tool allow adequate visibility of the work?		
6.	Does the tool grip/handle prevent slipping during use?		
7.	Are tools equipped with handles:		
	Of proper diameter?		
	That do not end in the palm area?		
	Of textured non-conductive material?		
8.	Are different handle sizes available to fit a wide range of hand size?		
9.	Is the tool handle designed to not dig into the palm of the hand?		
10.	Can the tool be used safely with gloves?		
11.	Can the tool be used with either hand?		
12.	Is there a PM program to keep tools operating as designed?		
13.	Have employees been trained:		
	In the proper use of tools?		
	When and how to report problems with tools?		
	In proper tool maintenance?		
Comments:			
Recommendations:			