



## Safety Review & Tool Box Talk

Date: \_\_\_\_\_

Company: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Topic: \_\_\_\_\_ **TOOLBOX TALK - Hand Tools** \_\_\_\_\_

### Participants

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

# Toolbox Talk



## Hand tools

### Why?

- Poorly maintained or damaged tools can lead to injury to ourselves or others, and cause jobs to take longer and be of inferior quality



### Why?

- Danger of personal injury
- Abrasions, cuts etc
- Possible long term effects: disability,
- Inferior workmanship

### Do

- ✓ Only use tools in good condition
- ✓ Carry tools in a toolbox or bag
- ✓ Use tools for their intended purpose
- ✓ Replace damaged tools
- ✓ Cover sharp edges or sharp points
- ✓ Make sure hammer heads are secure
- ✓ Renew handles that are damaged or split
- ✓ Use knives with retractable blades
- ✓ Make sure the spanner used fits the nut

### Don't

- ✗ Forget to use appropriate PPE
- ✗ Use home made tools
- ✗ Carry tools in your pocket
- ✗ Use chisels with a mushroomed head
- ✗ Use tools as hammers
- ✗ Use screwdrivers as chisels
- ✗ Leave knives or sharp tools lying about

