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|  | Job Safety Analysis |
| Safety Information, Portland State University  |  |
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| Auxiliary Services – Maintenance |
| Using Hand-Operated Power Tools |
| General Precautions: Eye protection must always be worn. |
| **Task** | **Hazards** | **Controls** |
| 1. Check condition of the blade, if applicable.
 | Lacerations. | Avoid contact with blade teeth.Be sure the tool is unplugged. |
| 2. Check that the guard is in working condition and in the proper position, if applicable. | Lacerations. | Avoid contact with blade teeth.Be sure the tool is unplugged. |
| 3. Plug in power tool. | Injuries from starting tool when in the “on” position. | Ensure tool is in the “off” position before plugging in. |
| Potential electrocution from cord in poor condition. | Inspect condition of cord before plugging in.If cord is in poor condition, do not use the tool until the cord has been repaired. |
| 4. Operating power tool. | Lacerations and other injuries. | Always wear safety goggles.Evaluate surroundings before turning on power tool and be aware of others.Make sure that cutting will not come into contact with any utilities.Don’t wear loose clothing.Make sure the blade or bit is not binding as it goes into the work. If blade or bit is binding, cease operation of the tool and evaluate reasons for binding.Ensure that material being operated on is secured. |
| 5. Unplugging power tool. | Lacerations.  | Ensure tool is in the “off” position before unplugging. |
| 6. Changing blade/bit/other tool parts. | Lacerations. | Ensure tool is unplugged before changing any part of the tool. |
| **Required Training:****Operation of the tool; Personal protective equipment (PPE)** | **Required Personal Protective Equipment (PPE)**Gloves, impact goggles or face shield, and N-95 dust mask when necessary. |
| **Other Information:** |  Wood dust can be irritating to skin and is an inhalation hazard. Reduce skin exposure with long sleeves and gloves. Use N-95 dust mask, if necessary. |
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| **JSA ID:** | AUX/Powered Hand Tools |  |  |
|  | For more information about this JSA, contact *Environmental Health and Safety* at Portland State University(503) 725-3738 *●* http://www.ehs.pdx.edu |