

## Tips for Hand and Power Tools - Electrical Tools

CalOSHA provides specific safety guidelines for the use of power tools due to the potential dangers involved. OSHA requires many handheld power tools to be equipped with a constant-pressure switch button that cuts off the power when pressure drops including drills, tappers, angle grinders, saws, and sanders. Safety devices must be present on many power tools with blades that permit the user to shut off the tool in one motion.

Electrical shock caused by power tools is one of the most severe workplace injuries involving tools. Electrical shocks can cause heart failure and burns. A worker can become shocked while on a ladder, lose their balance, and end up injured in a fall. Electrical shock prevention is the top priority when it comes to staying safe when using power tools.

- Choose tools with either double insulation or a three-point power cord and plug them into a power source with a rounded receptacle.
- Electric tools should not be used in wet conditions unless they have been approved for that purpose.
- Employ either an assured grounding program or a ground fault circuit interrupter (GFCI). Make sure to use the appropriate PPE, such as face protection or leather work gloves.
- To prevent slipping while working with or around dangerous electric power tools, make sure to keep your work area dry and clean.

- To ensure safety when using power tools, it's important to find good footing, maintain balance, and secure your work with clamps or a vise so you can use both hands.
- Never carry portable electric tools by their cords and do not yank them from the power source.
- Keep your fingers away from the switch button while carrying a power tool to avoid accidental starting.



## *Tips to Avoid Distracted Driving*

### **"Distracted Driving at Work: What You Need to Know"**

Distracted driving is a major concern in the workplace that can lead to serious consequences. Whether you're driving a County vehicle or your own car for work-related tasks, distractions like using a mobile phone, eating, or adjusting the radio can put you and others at risk. It's important for workers to understand the dangers of multitasking behind the wheel and prioritize safety above all.



To stay safe on the road, make sure to eliminate distractions, plan your routes in advance, and pull over in a safe location if you need to address work-related matters. Remember, your safety and the safety of others should always come first, even when you're on the clock.

- When driving for work, it's crucial to prioritize safety and avoid distractions on the road. Here are some tips to help you stay focused:
- Put your phone away: Silence notifications and keep your phone out of reach to resist the temptation of using it while driving.
- Set boundaries: Establish designated breaks for checking work notifications and emails while parked, rather than multitasking while driving.
- Plan ahead: Prepare your work schedule and navigation directions before setting off on your journey to minimize the need for on-the-go adjustments.
- Take care of distractions beforehand: Make sure to eat, groom, and adjust your mirrors before hitting the road to minimize distractions.
- Stay focused: Keep your eyes on the road, hands on the wheel, and mind on driving to ensure a safe commute.
- Prioritize safety: Remember that no work-related task is worth risking your safety or the safety of others on the road. Focus on driving first and foremost.

## *Tips Slips, Trips and Falls*



### **Below are some suggestions to prevent slips, trips, and falls in the workplace:**

- \* Make sure that walkways are free from obstacles and clutter.
- \* In areas that are prone to wet or slippery surfaces, make sure to use non-slip mats.
- \* Prevent tripping hazards by securing loose cables and wires.
- \* Make sure your shoes have good traction and are appropriate for the situation.
- \* Be mindful of changes in flooring surfaces and step carefully.
- \* When going up or down stairs, make sure to use handrails.
- \* Ensure that spills are cleaned up promptly and use signage to alert others.
- \* Make sure to report any potential hazards to management for immediate attention.
- \* Take your time and observe your surroundings carefully.
- \* Make sure that the lighting in dimly lit areas is adequate.
- \* Make sure to regularly maintain floors and stairs to prevent any hazards.
- \* When walking in the workplace, take your time and avoid rushing.

These tips can aid in the creation of a safe work environment and minimize the risk of slips, trips, and falls.

**[AVOID]** SLIPS  
TRIPS  
FALLS



**WATCH YOUR STEP!**

## *Safety Is Your Responsibility*

### **Safety is your responsibility. How can you ensure a secure environment?**

The need for safety is a constant in a world filled with uncertainties. A secure environment is crucial for both individuals and society as a whole, regardless of where you are, whether at home, work, or in the community. Safety is our responsibility, and we must take this responsibility seriously to prevent accidents, injuries, and even fatalities. The purpose of this article is to explore the importance of safety and provide practical tips on how to maintain this crucial responsibility.

### **Why is safety important?**

Safety is not just a choice, it is a necessity. Various hazards, including accidents, natural and unnatural disasters, can cause harm to individuals if they don't have proper safety measures in place. Prioritizing safety allows us to safeguard ourselves, our loved ones, and those around us from potential dangers. Whether it's wearing a seatbelt while driving, following safety protocols at work, or practicing caution in our daily activities, taking steps to ensure safety is crucial for a secure and thriving community.

### **So, what can you do to fulfill your responsibility for safety?**

- It is important to always wear the appropriate safety gear, such as helmets, gloves, and safety goggles, when necessary.
- Be aware of safety guidelines and protocols at all times, whether it's at work, home, or in public spaces.
- Make sure you're aware of any potential hazards in your environment and take steps to prevent them.



### **Safety starts with you**

As the saying goes, "safety begins at home." It is essential to take personal responsibility for your safety and well-being. Creating a safe environment for yourself and those around you is possible by being aware of potential dangers and taking proactive measures to address them. It's important to remember that safety is not just a set of rules to adhere to - it's a mindset and a way of life that calls for constant vigilance and care.

### **How can you ensure your safety and the safety of others?**

- It's important to regularly check your living and working spaces for any potential hazards and address them immediately.
- It's important to take the time to educate yourself on safety best practices and then share it with others.
- Encourage open communication about safety concerns and actively participate in safety initiatives in your community.

