

Cutting Hand Tool Safety

Refer to sign-in sheet for attendees (note: a separate meeting should be held with all absent employees).

1. Overview:

Cutting hand tools are commonplace in the work environment. They are used to severe materials like plastic strapping and for cutting open containers. Statistics show that cutting hand tools cause more disabling injuries than any other type of hand tool. Injuries from cutting hand tools can be prevented if appropriate proper safety measures are taken:

2. Cutting Hand Tools Safe Use Rules:

- Personal knives should never be used in the workplace.
- Only employer provided cutting hand tools should be used. Where feasible safer designed cutting hand tools with automatic blade retraction or guarded blades should be used. (See photos for examples).
- Never use a cutting hand tool as a screw driver or prying tool.
- Always make cuts away from your body.
- Always ensure you are using a sharp cutting hand tool. If you have to apply heavy pressure on the cutting hand tool, either the tool is dull or it is the wrong cutting hand tool. Applying heavy pressure can cause the cutting blade or the tool to break. Replace the tool or the cutting blade.
- Never use a defective cutting hand tool – such as one with a broken handle, blade or lock system.
- Never throw a cutting hand tool.
- If using an exposed (unguarded) or fixed blade cutting tool, wear hand and arm PPE such as Kevlar gloves and Kevlar sleeves. Keep in mind these will not protect from sharp puncture wounds.
- Never leave exposed fixed blade cutting tools on work surfaces, in tool boxes or drawers unless they are properly sheathed.
- If you are cut while using a cutting hand tool, seek immediate first aid to minimize the extent of the injury and avoid infection.

3. RECAP/REVIEW:

- Why should cutting hand tools be sharp?
- When is it OK to use a knife as a prying tool?

4. Reminder:

- Safety is the responsibility of both management and employees!

Next Safety Meeting is scheduled for _____ and the topic will be _____.

Take Exam / Review Results

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