

## TOOLBOX TALK 15/60

DATE:

TOPIC: HAND TOOLS

OBJECTIVE: TO ENSURE THE SAFE USE OF  
HAND TOOLS



*Easiest way to conduct and document  
your safety meetings!*

### → Some things to know before you give your talk:

- As a supervisor, you know how important tools are in getting the job done. Tools like Fire Beaters, Rake hoes, mat togs, chainsaws all have an important place at your job site.
- Explain to your crew that each of these tools are designed to perform their own special function and using them for any other job may result in serious injury. For instance, how many times has your crew used a screwdriver when they should have used a pry-bar? Or a punch? or a chisel? Use the right tool for the job.
- Here are some of the accidents which have happened because of using the wrong hand tool or because the tool was damaged:
  - A worker was using a wrench to hammer a bolt. The head of the wrench glanced off the end of the bolt and mashed their finger.
  - Someone was using a hammer with a loose head. The head flew off and struck another employee.
  - A worker was using a pick when a splinter from the handle entered their hand.
  - Someone struck two hardened steel tools (hammer and axe) together. They chipped and a piece of steel flew into another person's eye.

### → Tool Rules

- Use the right tool for the job
- Take care of your tools
- Turn in any damaged tools
- Use PPE

### → Try this for show and tell!

- Find a damaged tool that has obviously been used for the wrong job and show it to the crew. Check the tool box for damaged tools.

### → Questions you can use to get them talking:

- When was the last time you checked your toolbox for damaged tools?
- Has anyone ever had an accident – or know of someone who did – when they used the wrong tool?

