SESSION TWO
READ AND UNDERSTAND ALL SAFETY, USE, AND MAINTENANCE INSTRUCTIONS
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SAFETY IS EVERYONE’S RESPONSIBILITY.

Tool users must
• choose the correct tool to perform the task
• read and understand the owner’s manual
• work in a safe manner
• maintain tools according to the manufacturer’s requirements.

Employers must ensure
• the employee uses the correct tool for the intended work task
• the tool is in good working condition
• the employee has read and understands the manufacturer’s instructions and has been properly trained on the tool’s use
• the employee uses the appropriate personal protective equipment (PPE).

Coworkers must
• alert others in their surroundings of potential hazards associated with tool use
• use appropriate PPE
• ensure that proper training for tool use has been conducted.

This Toolbox series provides both owners and users of nailers and staplers with some basic information on the safe use of their tools.

Topics from Previous Session

Session 1: Choose the Correct Tool for the Job

ANSI standard SNT-101, ISO standard 11148 Part 13, OSHA standards, manufacturer’s instructions and recommendations, safety and construction practices, and recommendations were used to develop this Toolbox Safety Series.
Each tool comes with a tool operation or instruction manual when purchased.

Consistent with OSHA’s general requirements to provide a safe work place, operate and maintain tools in accordance with the manufacturer’s instructions.

ISANTA member manuals will contain the following information:
- general and specific safety instructions
- warning label terminology
- tool use and care
- other information.

General and specific safety instructions

- Use PPE that follows OSHA terminology.
  - Approved eye protection with safety side shields meeting the requirements of ANSI Z87.1-2015
    » NOTE: Everyday prescription eyewear and sunglasses are NOT approved eyewear. These types of eyewear will not protect against jobsite hazards.
  - Approved hearing protection
  - When required, use
    » approved safety footwear
    » hard hats
    » gloves.
- Do not operate while under the influence of alcohol or drugs.
- No horseplay. Tools are not toys and, if used improperly, can cause serious injury or death.
- Always assume the tool is loaded with fasteners.
- Inspect tool prior to use to ensure proper operation.
- Keep the tool in good working order.

- Use proper tag-out procedures when a tool is in need of repair:
  - out of service
  - do not use
  - segregate from other tools on the jobsite.
- Driving a fastener can often create a spark. Do not use tool in the presence of flammable or explosive gas, liquids, or dust.
- Do not use tool if
  - it is damaged
  - it appears to have been modified without manufacturer’s authorization
  - it has any safety feature disabled
  - it does not hold pressure (for pneumatic or gas tools)
  - components are damaged, severely corroded, or not working (for electric or battery-operated tools, dispose of old batteries per manufacturer’s instructions).
  - for tools with both a workpiece contact and a trigger (operating controls), it operates with only one operating control engaged (test per manufacturer’s instructions).
- Carry tool only by the handle.
- When carrying the tool, “keep your finger off the trigger.”
- Use only a male pneumatic type fitting allowing air to exhaust from the tool when disconnecting the air hose.
- Disconnect the tool from the power source when
  - inspecting tool
  - performing maintenance
  - clearing any jams
  - passing the tool from one person to another
  - leaving the tool unattended.
– transporting the tool
– traveling up or down stairs or ladders.
• Never point the tool at others or toward yourself.
• Manage tool recoil.
  – After driving a fastener, the tool may spring back (recoil) causing it to move away from the work surface.
  – Always maintain control of the tool.
  – Allow recoil to move tool away from the work surface.
  – Resisting the recoil may force tool back into the work surface resulting in an unintentional fastener discharge.
QUIZ

This quiz may have multiple correct answers. Its purpose is to be the first step in a discussion with your supervisor/foreman and fellow workers in regard to power-fastening-tool safety. Please discuss these questions as a group with your co-workers and supervisor/foreman.

1. Who is responsible for your safety?

2. Name two instances when a tool should NOT be used.

3. Is it acceptable to carry a tool by either the pneumatic hose or the power cord?

4. What does this symbol mean?

5. What type of eyewear should not be used when driving fasteners with a power tool?
This quiz may have multiple correct answers. Its purpose is to be the first step in a discussion with your supervisor/foreman and fellow workers in regard to power-fastening-tool safety. Please discuss these questions as a group with your co-workers and supervisor/foreman.

1. **Who is responsible for your safety?**  
   Possible answers: me, employer, possibly others around me

2. **Name two instances when a tool should NOT be used.**  
   Possible answers: if damaged, if not trained on use, if not the correct tool for the job, if proper PPE is not being used, multiple other instances

3. **Is it acceptable to carry a tool by either the pneumatic hose or the power cord?**  
   Answer: No

4. **What does this symbol mean?**

   Answer: Read and understand all safety, use, and maintenance instructions.

5. **What type of eyewear should not be used when driving fasteners with a power tool?**  
   Answer: everyday prescription eyewear or sunglasses
## The Following Organizations Make Up the Tool Safety Alliance

### Tool Members

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