



<b>Hazards</b>	foreign materials in concrete, cuts, lacerations, amputations, excessive noise
<b>Tools/Equipment</b>	
<b>Employee Group(s)</b>	Facilities Management – Mechanical & Electrical

**Required PPE:**



Safety Shoes



Ear Protection



Eye Protection



Respirator

**SAFE WORK PRACTICES**

- Do not perform the procedure or operate the equipment until you have been appropriately trained and authorized to do so by your supervisor.
- Inspect required personal protective equipment (PPE) and replace if required.
- Make sure guards, if present, are installed and are working properly.
- Faulty equipment must not be used. Immediately report suspect machinery.
- Locate and ensure you are familiar with the operation of the ON/OFF starter.
- Disconnect power supply before changing or adjusting bits.
- Ensure insulated gripping surfaces are in working condition.
- Ensure no electrical conduits are present in concrete.
- Do not wear loose clothing, dangling jewelry, etc.

**PROCEDURES**

1. Make all adjustments with battery unplugged.
2. Ensure that attachments (e.g., drill bits and auxiliary) are securely attached.
3. Ensure power switch is on OFF position before plugging in. Check that cord is away from path of tool.
4. Remove any wrenches and adjusting tools before turning on a tool.
5. Before drilling, clamp down material securely.
6. Hold hammer drill by insulated gripping surfaces and auxiliary handles.
7. Turn power ON and allow motor to come to full speed before using. Anticipate torque on start-up. Perform operation safely and at moderate pace.
8. Do not touch the workpiece immediately after as it may be extremely hot and could burn your skin.
9. Turn power OFF and allow machine to stop before settling down.
10. Clean up debris with power OFF.
11. Return tools to proper storage location after use.

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*NOTE: All PPE, tools and equipment shall be used in accordance with provincial OH&S legislation, manufacturer's specifications, applicable standards and codes of practice.*