



# LAUSD - OFFICE OF ENVIRONMENTAL HEALTH AND SAFETY

## JOB SAFETY ANALYSIS

### OPERATING HAND HELD POWER TOOLS

**General Precautions:** Inspect equipment and cords before each use.

**Required Personal Protective Equipment (PPE)\***

Work boots, safety glasses, gloves, and safety vest.

**Required Training:**

Safe use of equipment, PPE

\*Additional training and PPE may be required depending on the scope of the activities to be performed with piece of equipment, including but not limited to eye and hand protection or electrical safety. All construction areas must be demarcated and barricaded.

TASK	HAZARDS	CONTROLS
1. Equipment inspection	Laceration Electrocution	Ensure tool is unplugged when inspecting equipment. Make sure guards are in place and secure, if applicable. Check condition of the blade or bit, if applicable. Do not use damaged components. Check condition of the cord. Do not use cords that are damaged or that have come loose from the plug. Ensure tools are properly grounded using a 3-prong plug and outlet. Do not use cords that have a grounding terminal broken off.
2. Installing/changing blade/bit/other tool parts.	Laceration Electrocution Struck-by	Do not make adjustments while equipment is plugged in or running. Avoid contact with blade teeth and sharp edges. Do not touch blades, bits or other working parts immediately after using tool. They will be hot. Ensure attachments are properly seated and secure. Remove adjusting keys and wrenches before starting.

	3. Preparing for work	Laceration Electrocution Struck-by	Put on required PPE before using equipment. Secure the material being worked on, if applicable. Ensure tool is in the “off” position before plugging in. The use of Ground Fault Circuit Interrupter (GFCI) is recommended. However, GFCI is required when working near water sources.
	4. Operating equipment	Lacerations and other injuries.	Make sure that cutting will not come into contact with any utilities. Make sure the blade or bit is not binding as it goes into the work. If blade or bit is binding, cease operation of the tool and evaluate reasons for binding. Never force the tool into the work. Do not overreach; keep stable footing and balance at all times. Do not touch material immediately after working on it. It may be hot. Follow manufacture’s recommendations for use and care.

I have received, read and understood the contents of this JSA and have also acquired the aforementioned required training.

<b>NAME:</b>	
<b>DEPARTMENT:</b>	
<b>JOB TITLE:</b>	
<b>EMPLOYEE ID:</b>	
<b>DATE:</b>	
<b>SIGNATURE:</b>	

For more information about this JSA, contact the *Office of Environment, Health and Safety* at LAUSD, 333 South Beaudry Avenue, 21<sup>st</sup> Floor, Los Angeles, CA-90017  
213-241-3199 • <http://achieve.lausd.net/oehs>

