

SAFETY OPERATING PROCEDURES

Power Hand Drill

DO NOT use this machine unless instructed
in its safe use and operation.



Safety glasses must be worn at all times in work areas.



Long and loose hair must be contained.



Rings and jewellery must not be worn.



Hearing protection must be worn when using this machine.

PRE-OPERATIONAL SAFETY CHECKS

1. Ensure this power tool has a suitable safe work area.
2. Examine the power lead and plug for obvious damage.
3. Do not use dull or damaged drill bits.
4. Check the selected drill bit is correctly installed.



OPERATIONAL SAFETY CHECKS

1. Do not connect to power source until all adjustments have been made.
2. Check that the power lead does not create a trip hazard and that it is well clear of the workpiece.
3. Examine the material to be drilled for splits, loose knots & nails, etc.
4. Select the correct sized drill bit. Tighten securely in the chuck.
5. Ensure the workpiece is secure & well supported in a convenient position for drilling.
6. The power drill must be held firmly with both hands to control operational accuracy and the rotational torque.
7. Keep hands and fingers well clear of moving parts. Avoid blocking & covering the motor ventilation slots with your hands.
8. Allow the drill to reach operating speed, then apply load gradually. Do not apply excessive force.
9. Back the drill bit out to clear away all waste.
10. Avoid prolonged use as this could overheat the motor.
11. Turn off after backing out the drill bit. Do not place the drill down until the bit has stopped rotating.

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EMPOWERING PEOPLE WITH DISABILITIES

HOUSEKEEPING

1. Remove the drill bit & return tool to the storage area.
2. Leave the work area in a safe, clean, & tidy condition.

POTENTIAL HAZARDS

- Moving & rotating parts
- Electricity
- Noise
- Eye injuries
- Burns (friction)
- Dust

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