

**PORTABLE HAND AND POWER TOOLS
SELF INSPECTION CHECKLIST**

OPTIONAL INFORMATION	
Name of School:	Date of Inspection:
Vocational Program/Course/Room:	Signature of Inspector:

**PORTABLE HAND AND POWER TOOLS
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Guidelines: This checklist covers the regulations issued by the U.S. Department of Labor - OSHA under the General Industry standards 29 CFR 1910.242 & 1910.243 and the Construction standards 29 CFR 1926.300, 1926.301, 1926.302 & 1926.304. All of these regulations were adopted by reference. It applies to **hand and portable power tools and equipment** including **pneumatic power tools**. **Fixed and portable abrasive wheels and tools** are covered in checklist "Abrasive Wheel Machinery." **Fixed woodworking machinery** is covered in three checklists "Woodworking Machinery - General Requirements," "Woodworking Machinery - Saws," and "Woodworking Machinery - Other Than Saws."

Note: In confined spaces, including enclosed and underground spaces, ignition sources like flammable or combustible liquids or flammable solids must be carefully controlled when removed from such spaces. [NFPA 326, Chapter 4]

General Requirements

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| 1. | Are all hand and power tools and similar equipment maintained in a safe condition?
[29 CFR 1926.300(a)(1) and 1926.301(a)] | Y N N/A DK |
| 2. | Is the use of compressed air for cleaning purposes prohibited except when reduced to less than 30 p.s.i. and then only with effective chip guarding and personal protective equipment?
[29 CFR 1910.242(b) and 1926.302(b)(4)] | Y N N/A DK |

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| 3. | When power operated tools are designed to accommodate guards, are they equipped with such guards when in use? [29 CFR 1926.300(b)(1)] | Y N N/A DK |
| 4. | Are all belts, gears, shafts, pulleys, sprockets, spindles, drums, flywheels, chains, or other reciprocating, rotating or moving parts of equipment guarded if they are exposed to contact by an operator or otherwise create a hazard? [29 CFR 1926.300(b)(2)] | Y N N/A DK |
| 5. | Is all necessary personal protective equipment provided to students who use hand and power tools when exposed to the hazards of falling, flying, abrasive and splashing objects, or exposed to harmful dusts, fumes, mists, vapors or gases? [29 CFR 1926.300(c)] | Y N N/A DK |
| 6. | Are tools and equipment brought in from home subject to the same safety requirements as supplied tools and equipment? [29 CFR 1910.242(a)] | Y N N/A DK |
| 7. | Are all-hand held powered platen sanders, grinders with wheels two-inch diameter or less, routers, planers, laminate trimmers, nibblers, shears, scroll saws and jig saws with blade shanks one-fourth (1/4) of an inch wide or less, equipped with a positive "on-off" control? [29 CFR 1910.213(a)(2)(iii) and 1926.300(d)(1)] | Y N N/A DK |

Note: Positive "on-off" control means normal on-off type switch.

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8. Are all hand-held powered drills; tappers; fastener drivers; horizontal, vertical and angle grinders with wheels greater than 2 inches in diameter; disc sanders with discs greater than 2 inches in diameter; belt sanders; reciprocating saws; saber, scroll, and jig saws with blade shanks greater than a nominal one-fourth (1/4) inch; and other similarly power tools equipped with a constant pressure switch or control? [29 CFR 1910.243(a)(2)(ii) and 1926.300(d)(3)] Y N N/A DK

Note: They may be equipped with a lock-on control provided that turn off can be accomplished by a single motion of the same finger or fingers that turns it on. **The Construction standard requires a "momentary contact on-off control" instead of a constant pressure switch or control. This means that if the switch is pressed, the tool turns on and if the switched is pressed again, the tool turns off.**

9. Are all other hand held powered tools, such as circular saws, chain saws and percussion tools equipped with a constant pressure switch that will shut off the power when the pressure is released? [29 CFR 1910.213(a)(2)(i); 1910.243(a)(2)(i); and 1926.300(d)(3)] Y N N/A DK

10. Is the operating control on hand-held power tools so located as to minimize the possibility of accidental operation? [29 CFR 1910.243(a)(2)(iv)] Y N N/A DK

Note: This requirement does not apply to concrete vibrators, concrete breakers, powered tampers, jackhammers, rock drills, garden appliances, household and kitchen appliances, personal care appliances, medical or dental equipment or to fixed machinery.

11. Are all portable power driven circular saws having a blade diameter greater than 2 inches equipped with guards above and below the base plate or shoe? [29 CFR 1910.243(a)(1)(i) and 1926.304(d)] Y N N/A DK

Note: This requirement does not apply to meat cutting saws.

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| 12. | Does the upper guard on a circular saw cover the saw to the depth of the teeth, except for the minimum arc required to permit the base to be tilted for bevel cuts?
[29 CFR 1926.304(d)] | Y | N | N/A | DK |
| 13. | Does the lower guard on a circular saw cover the saw to the depth of the teeth, except for the minimum arc required to allow proper retraction and contact with the work?
[29 CFR 1926.304(d)] | Y | N | N/A | DK |
| 14. | When a circular saw is withdrawn from the work, does the lower guard automatically and instantly return to the covering position? [29 CFR 1926.304(d)] | Y | N | N/A | DK |
| 13. | Are belt sanding machines provided with guards at each nip point where the sanding belt runs onto a pulley?
[29 CFR 1910.243(a)(3)] | Y | N | N/A | DK |

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| 14. | Are all cracked saws immediately removed from service?
[29 CFR 1910.243(a)(4)] | Y N N/A DK |
| 15. | Are all portable electric powered tools properly grounded or double insulated?
[29 CFR 1910.243(a)(5) and 1926.302(a)(1)]
(See checklist for Electrical - Wiring Design and Protection) | Y N N/A DK |
| 16. | Are impact tools, such as drift pins, wedges, and chisels kept free of mushroomed heads? [29 CFR 1926.301(c)] | Y N N/A DK |
| 17. | Are the wooden handles of tools kept free of splinters or cracks and are they kept tightly in the tool?
[29 CFR 1926.301(d)] | Y N N/A DK |
| 18. | Is the use of the electric cord for hoisting or lowering of the tool prohibited? [29 CFR 1926.302(a)(2)] | Y N N/A DK |
| 19. | Do woodworking tools meet the American National Standards Institute (ANSI) codes for safety?
[29 CFR 1926.304(f)] | Y N N/A DK |

Note: A label on the equipment or manufacturer's literature might indicate that it meets ANSI's standards. If there is doubt, the manufacturer of the equipment will have to be contacted.

Pneumatic Power Tools and Hose

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| 20. | Are pneumatic power tools secured to the hose or whip by some positive means to prevent the tool from being accidentally disconnected? [29 CFR 1926.302(b)(1)] | Y N N/A DK |
| 21. | Are safety clips or retainers used to securely install and maintain on pneumatic impact (percussion) tools to prevent attachments from being accidentally expelled?
[29 CFR 1910.243(b)(1) and 1926.302(b)(2)] | Y N N/A DK |

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| 22. | Are all pneumatically driven nailers, staplers, and other similar equipment provided with automatic fastener feed, which operate at more than 100 p.s.i. pressure at the tool equipped with a safety device on the nozzle to prevent the tool from ejecting fasteners, unless the muzzle is in contact with the work surface? [29 CFR 1926.302(b)(3)] | Y N N/A DK |
| 23. | Are all compressed air hoses and hose connections designed for the pressure and service for which they are subjected? [29 CFR 1910.243(b)(2) and 1926.302(b)(5)] | Y N N/A DK |
| 24. | Is the use of hoses for hoisting or lowering tools prohibited? [29 CFR 1926.302(b)(6)] | Y N N/A DK |
| 25. | Do all hoses exceeding one-half inch inside diameter have safety devices at the source of the supply or branch line to reduce pressure in case of hose failure? [29 CFR 1926.302(b)(7)] | Y N N/A DK |
| 26. | Are airless spray guns of the type which atomize paints and fluids at high pressure (1,000 pounds or more per square inch) equipped with automatic or visible manual safety devices which prevent pulling the trigger to prevent release of the paint or fluid unless the safety device is manually released? [29 CFR 1926.302(b)(8)] | Y N N/A DK |

Note: In lieu of the above, a diffuser nut which will prevent high pressure, high velocity release, while the nozzle tip is removed, plus a nozzle tip guard which will prevent the tip from coming in contact with the operator, or other equivalent protection, shall be provided.

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| 27. | Are all fuel powered tools stopped while being refueled, serviced, or maintained and is the fuel transported, handled, and stored in accordance with applicable regulations?
[29 CFR 1926.302(c)(1)] | Y N N/A DK |
| 28. | When fuel powered tools are used in enclosed spaces, are measures taken to prevent the build up of toxic gases?
[29 CFR 1926.302(c)(2)] | Y N N/A DK |

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