KEEPING YOUR FACILITIES SAFE

APPENDIX A
SAFETY FIRST
FACILITY SAFETY SIGNS
WHMIS
Eyewash Station
Hearing Protection
Lens Cleaning Station
Safety Glasses Required
Use Hearing Protection

Use Hold-Down Guard

Keep Fingers 5 cm from Sanding Belt

Use Push Stick

Stand to Sides of Planer Mouth

Keep Fingers 5 cm from Sanding Disk
Use Clamping Device

Noise Protection Required

Always Clamp Workpiece

Maximum 1/16” to 1/8” Guard Gap

Safety Glasses Required

Use Hold-Down Guard
**Safety FIRST**

**FLOOR JACKS**

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Use on firm, flat floor or ground.
- Always use safety stands to hold up vehicle.
- Ensure that stands are placed on the vehicle frame and are set at the same height.

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**Safety FIRST**

**AIR COMPRESSOR**

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Never point an air nozzle at any part of your body or at anyone.
- Always wear safety glasses when using any tools that require compressed air to operate.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Know how high you can safely raise a vehicle.
- Make sure vehicle is driven onto the hoist squarely.
- Lifting pads must be on the frame.
- Eye goggles must be worn when working below a vehicle.

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Must be used on a flat ground surface.
- Must be placed on the frame, sub-frame, or vehicle suspension.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Use with ventilation.
- Use latex gloves to protect hands.
- Wear eye protection.
- Do not use compressed air to dry a part.

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Remove any loose stones in tread.
- Make sure tire cover safety switch is working.
- Do not lift safety cover until tire has stopped rotating.
- Ensure floor area is dry.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Keep floor as dry as possible to avoid slipping.
- Keep hands clear of the rim and tire when reseating the bead.

Eye protection must be worn.
- Avoid skin and mouth contact.
- Wash hands after using chemicals.
- Refer to MSDS binder for further information.
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Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

Use caution when cutting the tape.

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- Avoid skin and mouth contact.
- Wash hands after using chemicals.
- Wash hands after using ink.
- Refer to MSDS binder for further information.

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Do not touch the element and the platen.
Do not look directly at the ultraviolet light.

Ensure hands are dry when using any electrical equipment in the darkroom.
KNIFE, COMPASS & SCISSORS

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Handle or carry with sharp end pointing towards the floor.
- Hand or pass sharp objects handle first.
- Avoid touching sharp edges.

AIRBRUSH & INK

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Avoid skin and mouth contact.
- Do not point the airbrush at anyone.
- Wash hands after using chemicals.
- Refer to MSDS binder for further information.
**Safety FIRST**

**PAPER CUTTER**

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Keep hands out of cutting path.
- On shear style handle, leave in down position when finished.

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**Safety FIRST**

**UV EXPOSURE UNIT**

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- If the UV light is visible, do not look at it.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Never point the nozzle at anyone.
- If the floor around the wash sink becomes wet, it should be mopped immediately.

Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Operate only with guards in place.
- Do not wear gloves.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Keep fingers and feet away from moving parts.

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Operate only with guards in place.
- Always clamp material.
- Remove chuck key from chuck.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Wear proper safety gear to avoid skin contact (e.g., gloves, apron).
- Refer to "Ferric Chloride" or "Ammonia Persulphate" in MSDS binder for further information.

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Operate only with guards in place.
- Make all adjustments with the power off.
- Joint faces and edges only.
- Do not joint wood less than 12" long.
- Use a hold-down push block for jointing surfaces.
**Safety FIRST**

WOOD LATHE

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Operate only with guards in place.
- Check that wood is secure before starting.
- Position the tool rest to within 3 mm (1/8”) of the wood.
- Remove the entire tool rest assembly before sanding.

**Safety FIRST**

ROUTER TABLE

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Operate only with guards in place.
- Use a router bit guard whenever possible.
- Feed the material in the correct direction.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Operate only with guards in place.
- Do not plane wood less than 12" long.
- If wood gets stuck, turn off power then lower the table.
- Check wood for loose knots and foreign materials before planing.

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Operate only with guards in place.
- Lower the guard to within 3 mm (1/8") of the wood.
- Keep hands 5 cm (2") away from the cut line.
- Cut slowly without forcing the material.
**Safety FIRST**

**COMPOUND MITRE SAW**

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Operate only with guards in place.
- Secure wood against fence.
- Allow the saw blade to reach maximum speed before it contacts the wood.
- Keep hands a safe distance from the blade (15 cm [6"] away).

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**Safety FIRST**

**RADIAL ARM SAW**

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Operate only with guards in place.
- Secure wood against the fence.
- Pull saw forward with a controlled speed.
- Keep hands 12" away from the blade.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Operate only with guards in place.
- Always use a fence or mitre guide.
- Never stand directly in line with the saw blade.

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Ensure that the pressure foot is resting on the wood.
- Cut slowly, guiding the wood gently with thumbs and fingers.
- Keep hands a safe distance from the blade—never directly in front.
**SHAPER**

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Operate only with guards in place.
- Feed wood against the rotation of the cutters.

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**SPINDLE SANDER**

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Feed wood in the direction opposite to the direction that the spindle turns.
- Use the smallest table insert that can surround the spindle.
- Press wood lightly against the spindle.
- Keep wood tight against the tabletop.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Tightly secure all materials to the table when drilling.
- Never drill metals without proper clamps.
- Adjust table height and make depth adjustments before power is turned on.

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Hold wood flat against the tabletop.
- Press wood lightly against the belt/disk.
- Call the teacher if the belt is not tracking straight.
**Safety FIRST**

**MORTISING MACHINE**

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Keep a slight gap between the hollow chisel and the bit to avoid overheating.
- Tightly secure wood to the tabletop.
- Make all table and depth adjustments with the power off.

**Safety FIRST**

**BENCH GRINDER**

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Operate only with shield in place.
- Keep the tool rest within 3mm (1/8") of the grindstone.
- Do not grind against the side of the stone.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.

Operate only with shield in place.

Apply work only to the lower part of the wheel.

Do not wear gloves.
Eye protection must be worn.
Remove jewelry, eliminate loose clothing, and confine long hair.
Only use hand tools for the job they were designed to do.
Never use cheater bars, handles, or pipes to gain additional leverage.

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

Eye protection must be worn (e.g., face shield).
Wear proper safety gear (e.g., apron, gloves).
Remove jewelry, eliminate loose clothing, and confine long hair.
ONLY the instructor pours molten metal.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn (e.g., helmet).
- Wear proper safety gear (e.g., gloves, apron).
- Remove jewelry, confine long hair.
- No nylon or loose clothing.
- Make sure area is well ventilated.

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Do not exceed capacity of machine.

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- Do not exceed capacity of machine.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Do not exceed capacity of machine.
- Keep machine in either open or closed position.

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Do not exceed capacity of machine.
**Safety FIRST**

**SPOT WELDER**

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn (e.g., face shield).
- Wear proper safety gear (e.g., gloves, apron).
- Remove jewelry, eliminate loose clothing, and confine long hair.

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**Safety FIRST**

**OXYGEN ACETYLENE OUTFIT**

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn (e.g., goggles with a #5 lens).
- Wear proper safety gear (e.g., gloves, apron).
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Make sure area is well ventilated.
- Do not exceed 15 psi on acetylene regulator.
Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn (e.g., welding helmet).
- Wear proper safety gear (e.g., gloves, apron).
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Make sure area is well ventilated.

Operate only with teacher's permission, and only after operation & safety procedures have been demonstrated.

- Eye protection must be worn.
- Remove jewelry, eliminate loose clothing, and confine long hair.
- Remove chuck key from chuck.
- Start at low speed.
- Ensure work is securely in the chuck or between centres before starting.
HOT METAL AREAS

• Keep floors free of debris.
• Clean up messes/spills immediately.
• Use "floor-dry"/absorb-all" for oil-based spills.
• Use plenty of water for acid spills.
• Refer to MSDS binder for further information regarding spills/clean-ups.