

SAFETY

Shop Safety Basic Guidelines

- **Everyone must wear safety glasses in a shop environment.** Even when you're not working on a machine, you must wear safety glasses. A chip from a machine someone else is working on could fly into your eye.
- Check your clothes and hair before you walk into the shop. In particular, **if you have long hair or a long beard, tie it up.** If your hair is caught in spinning machinery, it will be pulled out if you're lucky. If you're unlucky, you will be pulled into the machine.
- No loose clothing. Ties, scarves, loose sleeves, etc. are prohibited.
 - No gloves
 - Remove jewelry
- Wear appropriate shoes. No open-toed sandals. Wear shoes that give a sure footing. If you are working with heavy objects, steel toes are recommended.
- Be aware of what's going on around you. For example, be careful not to bump into someone while they're cutting with any type of saw.
- Concentrate on what you're doing. If you get tired, leave.
- Don't hurry. If you catch yourself rushing, slow down. Don't rush speeds and feeds. You'll end up damaging your part, the tools, possibly the machine itself, and maybe yourself.
- Listen to the machine. If something doesn't sound right, turn the machine off.
- Don't let someone else talk you into doing something dangerous or disabling a safety device to do a job faster. It's not worth the risk.
- Don't attempt to measure a part that's moving.
- If you don't know how to do something, **ASK!**
- Before you start the machine, study it. Know which parts move, which are stationary, and which are sharp.
 - Double check that your work piece is securely held.
 - Remove chuck keys and wrenches.
- Do **NOT** leave machines running unattended.
- Clean up machines after you use them. A dirty machine is unsafe and uncomfortable to work on.
- Do not use compressed air to blow machines clean. This endangers people's eyes and can force dirt into machine bearings.