

- 1. Keep the tool clean.** To make sure that your electric tools are ready to go when you are, keep them clean and free of dust. Spend some time to clean out the dust every once in a while on your tools while they are inactive in storage.



- 2. Check the cords.** Look for tear/cut insulator on the power cords on your electric tools. This will ensure that your electric tool can get the power that it needs to function without an accident.



- 3. Use the right tool correctly.** Use tools correctly and for their intended purposes. Follow the safety directions and operating procedures recommended by the manufacturer. When working on a circuit, use approved tools with insulated handles.



4. **Protect your tools.** Keep tools and cords away from heat, oil, and sharp objects. These hazards can damage insulation. If a tool or cord heats up, stop using it. Report the condition to a supervisor or instructor immediately.



5. **Use double-insulated tools.** Portable electrical tools are classified by the number of insulation barriers between the electrical conductors in the tool and the worker.



6. **Store your tools properly.** Keep your electric tools stored in their original cases and containers. This will keep them free of dust and dirt while they are not being used.

