
Course Syllabus:



A-SAF-041

Hand & Portable Power Tool Safety

ShipMate, Inc.

PO Box 787
Sisters, OR 97759
USATel: +1 (310)
370-3600
Fax: +1 (310) 370-5700

Materials

Computer (PC, laptop)
Internet Connection: High Speed

Requirements

You should print and maintain a copy of this course syllabus and overview on file at your facility. It is recommended that you provide a copy of this document in the event of a regulatory agency (e.g., OSHA) inspection.

Evaluation

Upon completion of the course of instruction, a comprehensive examination will be offered. In order to earn a Certificate of Completion, you must receive at least 80% on the exam. The exam is comprised of at least 10 questions, randomly selected from a database of questions and address each of the lesson topics covered in the course.

Overview

Hand and powered tools are essential in most workplaces, even in some office environments. However, they can also be dangerous and cause serious injuries or even death if they are not properly used or maintained. Thus, it is important for employers and employees to understand safe work practices when using these tools.

Goals

This course will focus on the safe use, maintenance and inspection of common portable powered and hand tools found in most workplaces. The topics included in this course include:

- Types of Hand & Portable Powered Tools
- Hand & Portable Powered Tool Hazards
- Prevention of Injuries & Safe Work Practices
- Maintenance & Inspection of Hand & Portable Powered Tools

Lesson Topics

Module 1 – Introduction

- Types of Hand & Portable Powered Tools
- Course Objectives
- WBT Library
- Glossary
- Learning Assessment & Final Exam
- Additional Information

Module 2 – Safety Instructions & Precautions

- Types of Tools
- Hand Tools & Hazards
- Causes of Injuries
- Portable Powered Tools & Hazards
- OSHA Requirements
- Guarding & Jacks
- Summary

Lesson Topics – cont'd

Module 3 – Safe Work Practices

- Personal Protective Equipment
- Work Area
- Grounding
- Power Cords
- Battery Packs
- Hand Tools
- Portable Powered Tools
- Powder-Actuated Tools
- Summary

Conclusion

- Certification Test Code
- Final Exam Prep