

COMPRESSED AIR

- ✓ **NEVER** use compressed air to clean or dry tools, equipment, or clothing.
- ✓ **NEVER** point an air hose at another person.
- ✓ **ALWAYS** bleed pressure before working on a compressed air system.

MATERIALS HANDLING

- ✓ **ALWAYS** get help in moving heavy or awkward loads. Use properly maintained lifting devices where appropriate, and watch for pinch points!
- ✓ **ALWAYS** look for rough edges, protruding nails, staples, etc. before unpacking materials. A quick check before unpacking can save you from being cut later. Remember, some packing materials such as strapping can whip back when it's cut; so be careful!
- ✓ **NEVER** use a hammer and chisel to open a drum. They can slip and injure you.
- ✓ **ALWAYS** handle compressed gas cylinders correctly. Use handcarts and restraining devices when moving cylinders to keep them from rolling and crushing your hands or feet.
- ✓ **ALWAYS** operate devices such as forklifts and cranes according to established safety procedures.

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Mechanic and Shop Safety for Contractors



Best Practice Series
BP-19

Contractors performing services or construction at a mine fall under the jurisdiction of the Federal Mine Safety and Health Act of 1977 (Mine Act). This means that contractors must comply with the Mine Act and the safety and health standards contained in Title 30 Code of Federal Regulations (30 CFR).

The Mine Safety and Health Administration (MSHA) is the Federal agency which administers the provisions of the Mine Act and enforces its requirements. MSHA issues citations and orders to contractors for violating safety and health laws. Each violation cited will result in the assessment of a civil penalty.

Contractors who perform work on mine property must be informed of hazards which exist on the property and are specific to the mine's operations.

Contractors and contractor employees have been injured and killed while performing work on mine property. Some of the contractor fatalities at mine sites involved construction and maintenance activities.

Remember to:

- Always obtain directions to the work area and information about mine hazards.
- Conduct work area examinations.
- Make sure equipment is safe to operate.
- Wear appropriate protective equipment.

- Wear safety belts and lines.
- Always secure equipment before working on it.

The following generic safety tips are designed to help both mechanics and repair persons work more safely.

GENERAL SAFETY

- ✓ **ALWAYS** wear appropriate personal protective equipment for the job you're doing. Don't wear jewelry or loose fitting clothes that can become caught in moving parts.
- ✓ **ALWAYS** follow all safety rules and procedures – short cuts can kill.
- ✓ **ALWAYS** deenergize equipment and use lockout and tagout procedures to ensure that equipment is not accidentally started while troubleshooting or attempting to make repairs.
- ✓ **ALWAYS** block equipment parts securely.
- ✓ **ALWAYS** use safety lines or other fall protection measures when there's a danger of falling.
- ✓ **ALWAYS** be sure guards are adequate and in place when working around equipment. When testing equipment with guards off, keep well clear of moving machinery.
- ✓ **NEVER** work beneath suspended loads.
- ✓ **REVIEW** the appropriate service manual when making repairs. Make repairs to manufacturer's specifications.
- ✓ **NEVER** smoke or use open flames around degreasing, cleaning, or fueling areas.

HAND TOOLS

- ✓ **NEVER** throw or toss tools to coworkers.
- ✓ **ALWAYS** use the right tool for the job. For example, don't use a screwdriver as a punch,

prybar, wedge, or pinch bar, or a wrench as a hammer.

- ✓ **ALWAYS** store tools safely.
- ✓ **ALWAYS** inspect hand tools before using them. Remove defective tools from service at once.
- ✓ **KEEP KNIVES** sharp and have blade locks on them. Cut away from your body.
- ✓ **USE WRENCHES PROPERLY**, and don't use "cheater bars" unless your wrench is designed for them. Position yourself so you won't slip and fall if the wrench breaks.
- ✓ **USE TORQUE WRENCHES** carefully, and recalibrate them according to manufacturer's specifications.
- ✓ **USE PLIERS** for their intended purpose. Cushion grips on pliers won't protect you from electric shock.

PORTABLE POWER TOOLS

- ✓ **ALWAYS** keep tools in good, safe, working order. Inspect tools before every use, and remove defective ones from service.
- ✓ **ALWAYS** check to see that power cords and air hoses are in good condition. Replace them if they're frayed, kinked, bent, or broken.
- ✓ **NEVER** hang power cords or air hoses on nails, bolts, or over sharp edges.
- ✓ **ALWAYS** keep cords and hoses away from heat, solvents, oils, and chemicals to keep them from being damaged.
- ✓ **ALWAYS** disconnect the power source before changing accessories on a power tool. Replace all guards correctly before using the tool again.
- ✓ **ALWAYS** use proper shear pins in power-driven sockets.
- ✓ **NEVER** activate a pneumatic tool until it's in position to start.