

grounded, unless they are the "double insulated" type.

3. Air supply to pneumatic tools must be shut off and "bled down" before disconnecting.
4. The electric cord must be unplugged before adjusting electric tools.
5. Proper guards or shields must be installed on all power tools or equipment.
6. Shut down machines before adjusting, servicing, or repairing, to prevent accidental starting. This may require the complete "Lock and Tag" procedure, or simply unplugging the power cord. (See Danger Tag and Lock-Out Procedure)

Replace all guards and remove all cranks, keys, or wrenches used in the service work before starting up. Be sure replacement parts meet the tool specifications. (For example, grinder wheels must be approved for maximum RPM of the machine, wood cutting bits for wood work, blades must have proper arbor shape, etc.)

7. Shut off machines and bring to a complete stop before removing waste.
8. Inspect tools daily before starting up.
9. Interlocking devices must be in working order, and never bypassed.

C. Rigging Equipment

1. Use a shackle to hold two (2) or more eyes of a choker in a hook.
2. All hooks must have a safety latch or be moused, except during steel erection or when shake-out hooks are properly used.
3. Do not rig from a structural member until it has been ascertained that the member will support the load being raised.
4. Use only rigging equipment designed for the intended use.
5. Hooks, shackles, chain hoists, and beam clamps should be inspected visually before use.
6. Chain hoists must never handle loads beyond their rated capacity.

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7. Unsecured and unattended loads are not to be left suspended for long periods.
8. Allow no part of the body below a suspended load.
9. The load chain must not be wrapped around the load.
10. Softeners should be used where possible, to obtain a "bite" on the material being rigged.
11. Fiber rope (manila and synthetics) must not be used in, or near, operations involving the use of corrosive substances.
Should be inspected visually before each use for excessive broken fibers, wear, and deteriorated strands.
12. Wire rope must not be used on hoisting-equipment after exposure to fire or extreme heat, if burned from contact with electricity, or when visual inspection shows damaged strands, corrosion, or more than 10% of the wires broken in one lay.

VII. EQUIPMENT

A. General

Use equipment only for its intended purpose. No work must be done on equipment, belts, drives, conveyors, or vehicles while in operation. They must be shut down, locked and tagged, or otherwise immobilized. (See Danger Tag and Lock-Out Procedure)

B. Safety Belts

1. Generally, ** must be worn and tied off to independent life lines when working from elevated areas under the following conditions:
 - a. The roof pitch equals or exceeds 4 in 12.
 - b. The work requires men closer than 4 feet from a roof edge without parapets.
 - c. Two-point suspension scaffolds or stages are in use.
 - d. Scaffolds with incomplete handrails and decking are used.
 - e. Ladders are placed near the edge of a roof or floor opening.

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