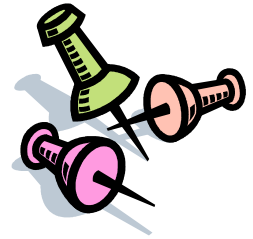




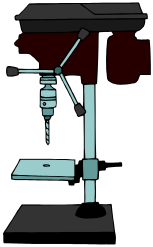
Safety Note

UNIVERSITY OF CALIFORNIA
AGRICULTURE AND NATURAL RESOURCES
ENVIRONMENTAL HEALTH AND SAFETY



Safety Note # 13

DRILL PRESS SAFETY



According to U.S. Consumer Product Safety Commission data, approximately 4,100 people nationwide received hospital treatment for power drill injuries during 2003. Of this total, about 1,800 of the injuries involved lacerations and punctures to fingers. Other injuries included hand punctures and lacerations, corneal abrasions, and hand and finger contusions and sprains.

Pre-Use Activities

- Thoroughly review and understand information provided in the drill press operator's manual with particular attention given to descriptions of safety procedures.
- Before using, always inspect the drill press for damage or disrepair. In addition, assure both the drill press chuck and spindle are functioning properly and inspect the electrical cord and plug.
- If a drill press fails the pre-use inspection, notify your supervisor and remove the drill press from service by attaching a red tag that states "DO NOT USE." Complete red tag with appropriate information.

Operating Precautions

- Always wear safety glasses or goggles when using a drill press.
- Never wear gloves, a tie, loose clothing, a watch, rings, or jewelry when using a drill press. Tie long hair back or secure under a cap.
- Support the underside of the stock to be drilled.
- Center punch the drill-hole location.
- Use a clamp or vise to securely fasten the stock to the drill press table. Never attempt to hand-hold stock while drilling.
- Insert bit into drill chuck and tighten with the chuck key. Remove chuck key from the drill chuck before starting the drill press.
- Make all drill press adjustments with the power shut off.
- Keep hands and fingers at least two inches from rotating drill bits.
- When drilling metal, use cutting oil to lubricate the bit.
- Do not exceed the recommended speeds for the type and size of drill bit being used or composition of the stock being drilled.
- When drilling deep holes, frequently raise the drill bit from the hole to remove cuttings and cool the bit
- Never stop the rotation of the drill chuck and spindle with your hands or fingers.
- If a drill bit binds, turn off the drill press and carefully turn drill chuck backwards by hand to free the drill bit.
- Always clean the drill press table and work area upon completion of the drilling task.