



West Bay Sanitary District Code of Safe Practice

FOR IMMEDIATE RELEASE
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Questions or comments regarding this
Code of Safe Practice should be directed
to the Regulatory Compliance Coordinator.

Drill Press, Electric

These safety practices shall be followed where a hazard exists to employees who work with or around drill presses.

- Assigned personal protective equipment such as safety glasses must be worn around drill presses at all times.
- Loose clothing which can be entangled in machinery must not be worn.
- Hair which can be entangled in machinery must be confined or tied back.
- The floor space around the drill presses must remain clean and protected against slipping.
- All pinch points not guarded by frame of machine or location must be guarded.
- The employer must provide and ensure the proper use of “point-of-operation” devices or guards for every operation performed on a drill press.
- All control buttons and switches for drill presses must be properly identified as to function and purpose of such control buttons and switches.
- All drilling operations must be held in a vice or other clamping fixture.
- Be sure that the chuck key is removed prior to starting drill. Use of a spring-loaded chuck key is highly recommended.
- Use appropriate lubrication when drilling metal.
- All lockout/tagout rules must be observed.
- Always unplug the drill press before manually changing belt speeds.
- PPE: The following Personal Protective Equipment is required.

PERSONAL PROTECTIVE EQUIPMENT

Protection Area	PPE Required
Eye	Safety glasses or goggles with side shields.
Face	Face shield.

Hand	
Head	
Foot	Foot wears required in shop.
Body	
Respiratory	N95 HEPA to protect from saw dust as necessary.
Hearing	Wear earplugs or earmuffs as necessary.