



- Facial hair will not be worn by those whose work requires the use of respiratory equipment if it will affect the positive seal of such safety devices.
- Do not use unapproved containers (drinking cups, bottled or canned food containers, glass jars, etc.) to hold oil, industrial chemicals or solvents. All chemical containers shall be labeled, closed when not in use and stored according to the manufacturer's instructions.
- Wearing hand protection, eye protection, foot protection, protective clothing, hoods, head protection, respirators, or other safety equipment is mandatory in those areas and operations specified by your supervisor.
- Wear clothing and footwear appropriate for the work you are hired to perform. Jewelry, rings, loose sleeves, ties, lapels, cuffs, tags, or other loose objects which can be entangled in rotating machinery shall not be worn. Ordinary shoes made of leather or other approved materials shall be worn as a minimum in locations where mechanical or manual work is done or where chemicals or other materials are handled. Slippers, canvas shoes, sandals, and shoes with open toes shall not be worn in such locations.
- When assisting or observing work which is hazardous, wear safety equipment which affords the same protection as that required for the person performing the work.
- Do not disconnect alarms, warning devices, emergency equipment or similar systems without specific permission from your supervisor and the person responsible for the work area.
- Do not ride in or on equipment not designed for transporting people.
- Do not use makeshift devices to ascend or descend between different levels.
- Do not work or stand under a suspended load. Stand clear of all objects being lifted by a hoist or other lifting equipment.
- Do not attempt to operate industrial vehicles, cranes, or hoists unless you are authorized and trained to do so.
- Do not load equipment beyond the prescribed capacity for its use.
- Operate machines only when guards are in place and operational. Do not remove or alter any guard device.
- Do not use machines that are danger-tagged. Switches which are danger-tagged frequently operate machines on which employees are working, and their lives may be endangered should the machine be started.
- Stop power-driven machines or tools when performing inspection of work, changing blades or accessories, discussing the work with others, or leaving the machine or tool unattended.
- Never leave a piece of equipment or part in such a condition that the next employee could get hurt when he/she takes over where you left off.
- Do not carry sharp objects in pockets or clothing.
- Keep tools in good condition. Do not use chisels with mushroomed heads, dull saws, hammers with cracked handles, broken electric plugs, etc. Use the right tool for the job.
- Do not use defective equipment or return a broken or defective tool to storage. The next employee who uses the tool may be seriously injured. Have the tool repaired.
- Inspect wrenches often for worn or sprung jaws or other defects. Defective wrenches should be taken out of service.
- Do not remove or disengage guards provided by the manufacturer for any power tool.
- All tools furnished to a worker or owned by workers are subject to inspections and approval by supervisors for safe design and construction for the work to be performed.
- Do not use compressed air or gas for any other purpose than that for which it is provided. Compressed air or gas should not be used for cleaning clothing or any part of the body. Do not use oxygen or any other gas from pressurized cylinders as a substitute for compressed air.
- Do not use explosive activated tools unless you are certified to do so.
- Workers are not permitted to work in trenches five feet or more in depth without proper protection (see [18: Excavation Operations Safety Rules](#)).
- Check ladders before use. Do not use weak or defective ladders or ladders with missing steps, broken steps, cracked side rails, or broken hardware (see [17: Elevated Work Surface Safety Rules](#)).
- Scaffolds shall be used according to the following rules:
  - Platform planks shall be approved for such use and placed no more than one inch apart.
  - Planks shall be placed so that tipping or sliding is not possible. Cleats must be used.
  - Employees shall not work on the top level of scaffolds unless guard rails are in use.
  - Employees shall not ride rolling type scaffolds (wheels must be locked when used).

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