

# **MACHINE SHOP SAFETY**

## **ALWAYS WEAR SAFETY GLASSES**

- Even when you are not working on a machine, you must wear safety glasses. A chip from a machine someone else is working on could fly into your eye.

## **CLOTHING, JEWELRY, AND HAIR**

- Wear short sleeves or roll up sleeves.
- Wear closed toe shoes and socks.
- Remove all jewelry - watches, bracelets, rings, necklaces, dangling earrings, etc.
- Long hair or beards must be tied back.
- If your hair is caught in spinning machinery, it will be pulled out if you are lucky. If you are unlucky, you will be pulled into the machine.
- No ties, scarves, and dangling clothes.

## **SAFE CONDUCT IN THE MACHINE SHOP**

- Be aware of what's going on around you.
- For example, be careful not to bump into someone while they're cutting with the bandsaw (they could lose a finger!).
- Concentrate on what you're doing. If you get tired, leave.
- Do not hurry. If you catch yourself rushing, slow down.
- Do not let someone else talk you into doing something dangerous.
- Do not attempt to measure a part that's moving.
- No fooling around.

## **MACHINING**

- Follow directions. If you don't know how to do something, ask.
- Before you start the machine:
- Study the machine. Know which parts move, which are stationary, and which are sharp.
- Double check that your workpiece is securely held.
- Remove chuck keys and wrenches.
- Do not rush speeds and feeds. You will end up damaging your part, the tools, and maybe the machine itself.
- Listen to the machine/tool. If something doesn't sound right, turn the machine off.
- Do not leave machines running unattended.
- Clean up machines after you use them: a dirty machine is unsafe and uncomfortable to work on.
- Do not use compressed air to blow machines clean. This endangers people's eyes and can force dirt into machine bearings.
- Report all broken or non-working machines.

**Violations of These Rules Will Result in  
Immediate Ejection from the Machine Shop**