



091: Transporting Tools and Materials

Why this is important

You routinely transport tools and materials to and from job sites and work locations within job sites.

When you transport things, you risk hazards from slipping, falling objects, back strain, and neck strain.

When you transport things, you risk damaging them. Improper transportation can turn a common meter from a measuring instrument into an instrument of electrocution. Improper transportation of PPE can render it useless, and you won't know it until it is too late.

Transporting tools

Store punches and dies in their storage container rather than loose. A cracked pressure-based tool like this can cause severe injury while under use. It can also leave a hole that is unnecessarily dangerous.

Keep sharp-edged tools in containers such as pouches, holsters, and scabbards.

Keep your tools clean, neat, and organized so they are ready to use. This saves time on the job, which reduces the pressure to take unsafe shortcuts. It also removes the temptation to use a tool based on whether you can find it rather than if it's the right one for the job you are doing.

Never transport a powder-charged tool without ensuring it is unloaded.

Give tools a quick visual inspection after transportation.

Transporting test equipment

Put test leads in test lead cases to prevent damage to lead insulation or boots.

Put instruments in instrument cases.

Inspect and test equipment after transporting it. If you wait until you need it, you may be tempted to use damaged equipment to get the job done.

Transporting PPE

Roll up rubber mats and put them in their tubes. Do not transport them any other way. Discard any mats that were transported out of their tubes.

Keep PPE separated from tools and work materials. This helps keep the PPE clean and undamaged.

If transporting damaged PPE back to the shop rather than discarding it, place it in containers clearly marked. Also mark "Do not use" on the PPE itself. This prevents another person from relying on damaged PPE. Assume PPE to be damaged if it has been subject to an event or if its condition is unknown and unverifiable.

Transporting electrical gear and consumables

Use shipping containers for motors, breakers, and disconnects to protect them from damaging or being damaged by other items being transported.

Secure large items so they don't roll around and break other items.

Discussion leader duties for this session:

Take a cursory inventory of the tools used on this job and think of some transportation errors that could occur with them. Ask crewmembers to identify what those errors might be and how to prevent them.

What this Safety Talk covers:

Avoiding injuries stemming from the transportation of tools and materials.

Discussion notes :

Review and Discussion

What are two risks involved in transporting tools and materials?

What is important to know about transporting punches and dies?

How should you transport tools that have sharp edges?

In general, how should you keep your tools arranged and stored?

If you tape a steel plate over the end of a powder-charged tool, is it then safe to transport? Why or why not?

What should you do with tools after transporting them? What about test equipment—is there another step?

Where should you put instruments and test leads? Why?

How should you transport rubber mats?

What are some considerations for transporting PPE?

What are some considerations for transporting electrical gear?

Put small items in containers that will not inadvertently open.

If transporting a bulk quantity of consumables, secure the container so there won't be any spillage.

Do not transport loose wire or cable—it will follow Murphy's Law and make a bird's nest that will lead to other problems.

Inspect electrical gear after transporting it. A visual inspection for signs of impact or breaching of packaging will usually suffice for properly packed items.

For motors, it's wise to perform an insulation resistance test and hand-spin the rotor after transportation. Energizing a motor with damaged windings or a bound rotor can be dangerous.

Participant's Signature and Date

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