


Company Name	Instructor	Date

Recommended Personal Protective Equipment

Safety Glasses, Face Shield, and Hearing Protection. Gloves should only be worn when using a hand tool to sharpen or remove blades from equipment, Do NOT wear gloves if you are using a bench grinder.

Sequence of Basic Job Steps & Potential Hazards	Pictures	Recommended Action or Procedure
<input type="checkbox"/> Remove the blade from equipment. Lacerations, Getting fingers/hand caught in turning attachments. Getting oil in filter.		<ul style="list-style-type: none"> • Turn off the equipment, wait for blades to stop spinning, and then unplug spark plug before removing blades. • For push mowers, turn lawn mower on side so the oil filter is on top to prevent oil from building up in filter. • For walk-behind or larger mowers, raise the front end (for larger or heavier mowers it may be necessary to use a jack) then use a block of wood to prevent the mower from falling. • Use gloves while removing blades to prevent lacerations. • Hold blade with one hand while turning the wrench with the other. It may be necessary to use a block of wood to keep the blades from rotating while attempting to loosen the blade. • Wear your safety glasses if you use an impact wrench or other pneumatic wrench.
<input type="checkbox"/> Use a bench grinder to sharpen blades. Flying particles, Fires, Burns, Getting hand/fingers caught in turning stones, lacerations.		<ul style="list-style-type: none"> • Always wear safety glasses and face shield when using bench grinder. • Remove loose fitting clothing and jewelry and tie back long hair. • Do not wear gloves, your fingers or hands can get pulled into rotating equipment. • Always check the grinding stones for hairline cracks or other damage. • Always rest the blade on the tool rest and hold with a firm grip. The tool must be within a 1/8 of an inch from the stone. • Look for combustible material and oily rags surrounding grinding area that could catch fire. • Do not grind too heavily on the side of the stone. • Stand to the side when turning on and wait one minute once it reaches full speed. • Bring blade into contact with spinning wheel stone slowly. • If blade is too small to hold with your hands then use a hand held file. • Sharpened edge will be extremely hot, let it cool before touching. • Turn off grinder and wait until it comes to a complete stop. Never stick anything in the grinder to make it stop quickly.
<input type="checkbox"/> Use a hand tool to sharpen blades (file). Flying particles, Burns, Lacerations, Cuts and Punctures.		<ul style="list-style-type: none"> • Always wear safety glasses and gloves when using a hand file. • Firmly hold the blade in place on a table or other flat surface (never rest on your leg) preferably using a clamp. • Always use a file that has a proper handle. • Always direct the filing away from your body.
<input type="checkbox"/> Install the blade onto equipment. Lacerations, Getting fingers/hand caught in turning attachments. Getting oil in filter.		<ul style="list-style-type: none"> • Always make the sure the equipment is off and the spark plug is still unplugged before attaching blades. • For push mowers, turn lawn mower on side so the oil filter is on top to prevent oil from building up in filter. • For walk-behind or larger mowers, raise the front end (for larger or heavier mowers it may be necessary to use a jack) then use a block of wood to prevent the mower from falling. • Use gloves while attaching blades to prevent lacerations. • Hold blade with one hand while turning the wrench with the other. It may be necessary to use a block of wood to keep the blades from rotating while attempting to tighten the blade. • Wear your safety glasses if you use an impact wrench or other pneumatic wrench.

Employee's Name	Employee's Signature	Employee's Name	Employee's Signature