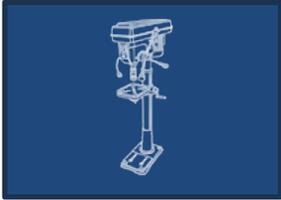


## DRILL PRESSES

Power tools require operator respect in specific ways. They must be used carefully and kept in safe operating condition, whether they are in the hands of a professional tradesman, an amateur do-it-yourselfer, or a vocational student. *The demands of safety apply to all.* The material presented here is a compilation of carefully selected safe use precautions as they relate to specific electric power tool CAUTIONS, WARNINGS and DANGERS. The purpose is to highlight the safe use of specific tools that have a potential of causing injury if ignored. The warnings and instructions on the power tool and in its operator's manual provide the best source of safety information for the tool. Read and understand the contents and follow the advisements of operator's manuals on each specific power tool and all related accessories. This is considered essential to the safe operation of any power tool. Review PTI's *Safety is Specific* publication for general power tool safety.



Drill presses can be found in most professional and vocational workshops. Most wood or metal drilling jobs can be done quickly and accurately with a drill press, but some basic safety rules still apply.

### Good Personal Safety is a Must

Following good safety practices when using drill presses is a must. Make a habit of including safety in all your activities.

### Choose the Right Tool and Bit

Choosing the correct tool and the proper accessory for your application can help to reduce the risk of serious injury. When used according to the manufacturer's instructions, the proper tool and accessory will make the job safer and faster.

- Does the bit shank fit properly into the chuck? Check the tool's operator's manual for the type of shank necessary (e.g., SDS, Hex, Round, Spline).
- Is the drill's capacity adequate for the accessory? Make sure the size of the bit is equal to or less than the capacity on the tool's nameplate.

### Know your Workpiece

Take time to review your work and make sure that all necessary precautions have been taken before drilling.

- Never hold the work piece by hand. Secure the work piece with a clamp or another appropriate fixture if it is not long enough to be braced against the table column.
- Do not use bits with screw tips. These bits will pull the workpiece up from the table and start to spin, causing a serious risk of injury.

### Before Drilling...

- Before working with a drill press, make sure the tool and its accessories are in proper working order. Failure to do so may increase your risk of injury and may result in binding, stalling, and loss of control. These situations may cause an accessory to break, causing an injury.
- Be sure belt guards are installed and working properly.
- Be sure the chuck is tightly secured to the spindle.
- Tighten the bit securely in the chuck. Remove all chuck keys or wrenches, as applicable, before starting the drill. The key can be thrown at a high velocity if not removed, causing risk for injury.
- Carefully set the drill press speed for both the type of material and bit size you are using.
- Remove material or debris from the area that might be ignited by hot chips.

## When Drilling...

- To prevent the workpiece and backup material from spinning, set them against the left side of the drill support column and secure with clamp.
- NEVER overreach! Never reach around or under the working head, or grab the chuck to stop a drill press. This can result in hand puncture or other serious injury.
- Don't force drilling. The tool will do the job better and safer at the rate for which it was intended.
- As you get close to breaking through the bottom of the workpiece, reduce pressure and allow the bit to pass through the hole easily. Set a piece of scrap wood under your workpiece to reduce splintering and to protect the bit tip.
- If the bit binds in the workpiece, release the on/ off switch immediately. Unplug the tool, then free the bit from the workpiece. Do not try to free a jammed bit by starting and stopping the tool.

## When Done...

- Don't touch the drill bit or cuttings. The drill bit and cuttings are hot immediately after drilling.
- Always shut off, unplug, and lock the drill press, if a lock is available, and store the key.
- Store drill bits with care. Do not drop them or subject them to excessive heat, cold or humidity.

### NOTICE

The contents are not meant to be, nor should they be considered, an absolute or complete presentation of the safety measures and procedures that relate to using the power tools covered. Obviously every possible application cannot be foreseen. This brochure's purpose is to highlight only some important safety and safety related information compiled from the experience of Institute members and other reliable safety oriented sources. Individual manufacturers' tool operator's manuals, shipped with tools and accessories, are recommended as a final source for proper procedures for specific tool usage.