





Task Hazard Assessment Form

Task Name	Operating Drill Press
Department	Facilities - Locksmiths
Supervisor	Michael Ercoli
Work Location	Lock Shop
Date of Assessment	01/23/2025

Hazard	Description
<p>Physical Hazards (Check all that apply) <input type="checkbox"/> N/A</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Electrical Hazards <input type="checkbox"/> Fall from Heights <input type="checkbox"/> Falling Objects <input checked="" type="checkbox"/> Flying Particles <input checked="" type="checkbox"/> Noise <input checked="" type="checkbox"/> Sharp/Abrasive Objects <input checked="" type="checkbox"/> Struck by Objects <input type="checkbox"/> Slippery Surfaces <input checked="" type="checkbox"/> Sparks/Hot Particles <input type="checkbox"/> Temperature Extremes <input type="checkbox"/> Vehicular Traffic <input type="checkbox"/> Other (Please Describe): _____ 	<p>Describe any applicable hazards</p> <ul style="list-style-type: none"> ➤ Electricity powering the drill press can cause shocks ➤ Drilling into materials can create flying particles ➤ Drill bits can be sharp/abrasive, as well as create sharp/abrasive surfaces on materials ➤ Drilling can cause objects to spin if not properly secured ➤ Drill press causes loud noises when in use ➤ Drilling into metals can generate sparks/hot particles
<p>Chemical Hazards (Check all that apply) <input type="checkbox"/> N/A</p> <ul style="list-style-type: none"> <input type="checkbox"/> Air/Water-Sensitive Substances <input type="checkbox"/> Flammable Liquids/Vapors <input checked="" type="checkbox"/> Irritants <input type="checkbox"/> Compressed Gases <input type="checkbox"/> Corrosive Substances <input type="checkbox"/> Radioactive Substances <input checked="" type="checkbox"/> Toxic Substances <input type="checkbox"/> Other (Please Describe): _____ 	<p>Describe any applicable hazards</p> <ul style="list-style-type: none"> ➤ Drilling into certain materials can generate irritating dust ➤ Drilling certain materials, such as brass, can cause exposure to lead
<p>Biological Hazards (Check all that apply) <input checked="" type="checkbox"/> N/A</p> <ul style="list-style-type: none"> <input type="checkbox"/> Air-borne Pathogens <input type="checkbox"/> Biological Sharps <input type="checkbox"/> Blood and Bodily Fluids <input type="checkbox"/> Mold <input type="checkbox"/> Sewage <input type="checkbox"/> Other (Please Describe): _____ 	<p>Describe any applicable hazards</p>

Controls Methods	Task-Specific Controls
<p>Engineering Controls - Physical methods that reduce or prevent workers from coming into contact with hazards</p> <p><u>Examples (Not Exhaustive)</u></p> <ul style="list-style-type: none"> ▪ Carts/Dollies ▪ Emergency Shut-Offs ▪ Guardrails ▪ Hoists ▪ Machine Guards ▪ Pumps ▪ Ventilation 	<p>List any engineering controls that are required to complete this task</p> <ul style="list-style-type: none"> ➤ Ensure emergency shut-off button is present and in good working order ➤ Use clamps to secure pieces when drilling
 	
<p>Administrative Controls – Work practices that reduce the duration, frequency, or intensity of exposure to hazards</p> <p><u>Examples (Not Exhaustive)</u></p> <ul style="list-style-type: none"> ▪ Buddy System ▪ Communication ▪ Limiting Access ▪ Rest Breaks ▪ Training 	<p>List any administrative controls that are required to complete this task</p> <ul style="list-style-type: none"> ➤ Only use the drill press if you have been trained in safe operation by a competent employee ➤ Visually inspect the drill press prior to use. If there is signs of damage or missing parts, place the equipment out-of-service. ➤ Do not operate the drill press if you are feeling fatigued/unwell ➤ Do not wear any loose-fitting clothing or dangling accessories/jewelry. Secure long hair.
<p>Personal Protective Equipment (PPE) - Equipment worn to minimize exposure to hazards</p> <p><u>Examples (Not Exhaustive)</u></p> <ul style="list-style-type: none"> ▪ Chemical Aprons ▪ Cut-Resistant Gloves ▪ Dust Suits ▪ Face Shields ▪ Safety Glasses 	<p>List any personal protective equipment that is required to complete this task</p> <ul style="list-style-type: none"> ➤ Safety glasses ➤ Ear protection (ear plugs, earmuffs) ➤ Work gloves ➤ Standard work clothing (long pants, safety shoes)



Is a follow-up required?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Reason for follow-up		

Task Hazard Assessment Form Completed By

Name: _____ Mark Schuman _____

Signature: _____

Department: _____ Environmental Health and Safety _____

Date: _01/23/2025_