

# **DRILL PRESS SAFETY**

## **Safety Rules**

1. Always get permission from the instructor before using the drill press.
2. Safety Goggles or a Face Shield must be worn while using the drill press. Check with the instructor to see if ear protection is required as well.
3. Install drill bits and make all adjustments with the power off.
4. Use both hands and keep fingers at least 4" from the drill bit at all times.
5. Always remove the chuck key from the chuck after installing a drill bit. If the key is left in the chuck, it could be thrown at you when the power is turned on.
6. Use bits that are designed for power operation only. Ensure that they are securely installed in the chuck.
7. Drill holes at the lowest practical speed. Slow speed for large holes and high speed for small holes. Make sure the power is off when adjusting speed or depth.
8. Feed the bit slowly into the work piece. High feeds and high speeds will dull the bit and burn the work piece.
9. When drilling deep holes, withdraw the bit often to allow the chips to be removed.
10. Always clamp irregular pieces to the table. Use a V Block to hold round stock.
11. Remove the work piece only after the drill bit has been raised and the drill bit has stopped.
12. Always operate the drill press from the front; never from the side.
13. Do not leave the drill press until the motor has stopped.
14. Ensure that the drill bit is running at full speed before starting to drill.
15. Use a plywood pad on the drill press table. Adjust the depth stop accordingly. Do not drill into the metal table.
16. If you are in doubt about the operation of the drill press, ask your instructor for help.

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## DRILL PRESS DATA SHEET

### General Conditions

Students must be trained on the safe and proper use of the **Drill Press** before they may begin using it. The student must demonstrate the ability to use the equipment safely and proficiently.

### Personal Protective Equipment

Safety Glasses or Face Shield

### Possible Risk Factor

Eye injuries

Hand Injuries

Entanglement of clothing and hair

Slipping

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## DRILL PRESS QUIZ

Name: \_\_\_\_\_

Date: \_\_\_\_\_

1. When using the drill press, a \_\_\_\_\_ is required when cutting cylindrical stock.
2. Always operate the drill press from the \_\_\_\_\_, never from the \_\_\_\_\_.
3. Make sure your \_\_\_\_\_ or safety glasses are on before you start the machine.
4. Make sure that all \_\_\_\_\_ clothes and long \_\_\_\_\_ is restrained.
5. Choose a drill bit that is \_\_\_\_\_ and in good condition.
6. Remove the \_\_\_\_\_ from the chuck before starting the machine.
7. Check for the proper \_\_\_\_\_ for the drill size and material you are working on.
8. \_\_\_\_\_ the work securely before drilling.
9. Never attempt to \_\_\_\_\_ a piece of work if it slips from the clamp.
10. Always make sure the drill press has \_\_\_\_\_ before attempting to change speeds.
11. If the drill sticks in the work piece, \_\_\_\_\_ the motor and rotate the chuck by \_\_\_\_\_ to free it up.
12. Always clear away \_\_\_\_\_ and curls with a \_\_\_\_\_ -not by your bare hands.

### WORD BANK:

sharp, hair, side, face shield, chips, brush, stopped, shut off, hand, loose, chuck key, speed clamp, grab, v-block, front