

Drywall Cutout Tool Operation

Facility:	Written By:	Approved By:	Date Created:	Date of Last Revision

Hazards Present:	PPE or Devices Required:	Additional Training Required:
Exposed Bits-Cuts, Lacerations	Eye Protection	
Electrical Shock	Hard Hat	
Noise	Hearing Protection	
Drywall dust/Projectiles in Eyes	Safety Footwear	
MSI- Hand/Arm/Wrist Injury		

Safe Work Procedure:

- 1) Read and understand the manual that accompanies your drywall cutout tool.
- 2) Don personal protective equipment before beginning the task. Ensure clothing fits appropriately.
- 3) Inspect work area. Remove tripping hazards, garbage, cutoffs, etc. Lighting must be adequate.
- 4) Ensure the tool is unplugged or battery removed. Inspect the following for defects: cord, switch, chuck, and guide. If defects are identified, tool is to be red tagged and locked out. Notify supervisor for maintenance. Only qualified personnel may perform maintenance.
- 5) Adjust cutting depth. If making a cut into material where wires or pipes may be present, set bit to cut no deeper than necessary.
- 6) Energize and start the tool. Check for proper operation.
- 7) Bit should not be in contact with workpiece when the tool is started.
- 8) When using a guide point bit for drywall work, the tool should travel counterclockwise if it is following outside the cutout object (such as an outlet box) and clockwise if it is travelling inside the cutout object (such as a doorway).
- 9) When making a large cutout in drywall, such as a doorway, ensure you have control of the cutout piece as it parts from the main sheet, to prevent injuries from the falling piece or the cutout tool. Ask for assistance or cut the piece out in manageable sections.
- 10) Do not force the tool. Always use sharp bits and an appropriate travel speed to prevent broken bits, which can cause loss of control or balance and result in injuries.
- 11) When switching off the tool, it is not usually desirable to let the bit come to a stop while in contact with the workpiece. When lifting the tool away from the workpiece to shut it off, maintain control of the tool until the bit comes to a complete stop. Do not set the tool down with the bit still spinning.
- 12) When finished, unplug the tool from the power source. Clear work area of debris.

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure

REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR

<p align="center">Guidance Documents/Standards:</p> <p>MB Workplace Safety & Health Act & Regulations: 2.1 Safe work procedures 6.13(1) Eye and face protectors 6.15(1) Respiratory Protective Equipment Part 8 Musculoskeletal Injuries Part 9 Working Alone 12.4 Hearing Protection 16.4 Machine and Tool Safety 16.14 Lockout 16.25(1) Hand Power Tools</p>	<p>This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years</p>
	<p>Reviewed By WSH Committee:</p> <p>Date:</p>