HBC	HSE Internal & House Training	
Project: Harrow School Abu Dhabi		Date: 08/08/2026
Site No: D -353		Time: 09:35 am
Location: Al Saadiyat Island Abu Dabhi		Shift: Day ☑ Night ☐

TOPIC DISCUSSED

Safe Use of Portable Power Tools

Objective

- To ensure all workers understand the safe selection, inspection, operation, and maintenance of portable power tools to prevent injuries, electric shock, equipment damage, and property loss.

Common Portable Power Tools

- Angle grinder
- Electric drill
- Impact wrench
- Circular saw
- Jigsaw
- Rotary hammer

Main Hazards

- Cuts, lacerations, and amputations
- Electric shock and electrocution
- Flying particles, sparks, and debris
- Entanglement with rotating parts
- Excessive noise and vibration
- Fire and burns
- Tool kickback
- Safe Access and Egress

Safe Work Practices

Before Use

- Use the correct tool for the job.
- Inspect the tool, cable, plug, switch, and guards before use.
- Ensure the correct attachment/accessory is securely fitted.
- Do not use damaged or defective tools.
- Check that the work area is clean, dry, and adequately illuminated.
- Ensure electrical tools have the required protection and inspection status.

During Use

- Only trained and authorized workers should operate power tools.

- Only trained and authorized workers should operate power tools.
- Wear appropriate PPE: safety glasses/face shield, safety footwear, hearing protection, gloves where appropriate, and other task-specific PPE.
- Keep hands away from moving parts.
- Secure the workpiece before cutting, drilling, or grinding.
- Maintain a stable working position.
- Allow the tool to operate at its designed speed; do not force it.
- Keep electrical cables away from sharp edges, heat, water, and moving equipment.

When Changing Accessories or Cleaning

- Switch off and isolate the tool from the power source.
- Wait until all moving parts have completely stopped.
- Never remove or bypass a safety guard.
- Use the correct tool/accessory for adjustments.

Don'ts

- Do not use a tool without proper training or authorization.
- Do not use damaged, modified, or makeshift tools.
- Do not carry a power tool by its electrical cable.
- Do not pull the plug by pulling the cable.
- Do not wear loose clothing or jewelry around rotating machinery.
- Do not leave a running tool unattended.
- Do not use electrical tools in wet conditions unless specifically designed and approved for such use.
- Never point a running tool toward yourself or another person.

RIGHT TOOL – RIGHT WAY – RIGHT PPE – EVERY TIME

- A few minutes of inspection and preparation can prevent serious injuries.
- **Safety is everyone's responsibility — Work Safe, Go Home Safe.**

Conducted By:

Safety Representative: HSE Engineer

Name: Mr.Damodhar Zamuni /Lutfullah

Signature.....

Organized in Language: HINDI, URDU & ENGLISH

Project Manager/Construction Manger

Name: Mr.Jiries Hani / Mohammed Ibrahim

Signature.....

HBC

شركة الحكمة لمقاولات البناء (ذ.م.م.)
Al Hikma Building Contracting (L.L.C.)

Project Details: Harrow School Abu Dhabi - Al Saadiyat Island Abu Dhabi













Toolbox Talk Topic –Safe Use of Portable Power Tools Conducted by HSE Engineer Date On: 08/08/2026

HSE Internal Training Attendance Sheet

HBC-HSE-FRM-001

Project Name	The Harrow School, AD	Location	Saadiyat Island.
Conducted By	Luthfu Nath	Date	08/08/2026
Venue	Induction Room	Time	09:35 am
HSE Engineer/Officer	Luthfu Nath	Approved by PM/CM	

No.	Name	I.D NO	Designation	Signature
1.	Vikash Kumar	HH - 1555	Helper	VIKASH
2.	Anuwar Ibrahim	784-1999-55 95443-5	Helper	
3.	Abdulbasit	784-2000-164 9613	Helper	
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