any hazards exist when working with machine tools. The following are some guidelines to follow to protect against these hazards.

**DO NOT...**

- Operate equipment without proper personal protective equipment, including safety eyewear.
- Use equipment that you have not been trained to use.
- Allow yourself to become distracted while using equipment.
- Start a project that you cannot finish safely.
- Wear open-toed shoes.
- Operate equipment while impaired.
- Engage in horseplay.

**DO...**

- Inspect equipment before using.
- Report damaged tools or equipment immediately.
- Clean up after yourself.
- Tie back loose hair, jewelry, or clothing (e.g., lanyards) while operating equipment.
- Use available machine guarding.
- Keep aisles, exits, and access to emergency equipment clear.