

## Prepare and operate handheld power tools and attachments

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### Overview

This standard describes how to prepare and operate handheld power tools and attachments.

This standard covers:

- selecting and preparing handheld power tools and their attachments for operation
- safely operating handheld power tools and attachments
- shutting down and storing handheld power tools following use.

This standard is suitable for fence installers who use handheld power tools and attachments as part of their job.

If you are using machinery you should be trained, and hold current certification where required, in line with relevant legislation.

**The standard does not provide a licence to practise.**

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### Performance criteria

*You must be able to:*

1. carry out your work in accordance with relevant environmental and health and safety legislation, risk assessment requirements and company policies and procedures
2. select and prepare personal protective equipment (PPE) in line with the relevant health and safety requirements, suitable for the tools being used and the tasks to be carried out
3. identify and select suitable handheld power tools and attachments to complete the task
4. prepare handheld power tools and attachments
5. carry out pre-start checks and adjustments in accordance with relevant legislation and manufacturer's instructions
6. operate handheld power tools and attachments safely to achieve work requirements, in accordance with the relevant legislation and manufacturer's instructions
7. modify work activities to take account of changes in working conditions
8. monitor the performance of the handheld power tools and attachments and take the relevant action, within the limits of your responsibility, where there are problems or defects
9. complete post-stop checks in accordance with manufacturer's instructions
10. clean and store tools and attachments safely and securely, in accordance with company policies and manufacturer's recommendations
11. carry out your work in a manner that causes minimal impact to the surrounding area, other users of the site and anyone else who may be affected

## Knowledge and understanding

*You need to know and understand:*

1. the relevant environmental and health and safety requirements associated with the preparation and operation of handheld power tools and attachments
2. the type of clothing and personal protective equipment (PPE) suitable for the task
3. the relevant legal requirements for the use of power tools and attachments
4. the purpose and limitations of handheld power tools and attachments, and how to select the most suitable for the task to be carried out
5. the pre-start checks associated with handheld power tools and attachments, and the relevant legal requirements for checking work equipment
6. the purpose and value of manufacturer's instructions and technical information
7. power tool operating procedures including those relating to starting and stopping
8. the hazards associated with the use of different types of handheld power tools and attachments
9. why it is necessary to modify work activities to take account of changes in working conditions e.g. weather
10. the common problems and performance defects affecting handheld power tools and attachments
11. how to rectify or report defects, and why it is essential to work within the limits of your responsibility
12. the storage requirements for handheld power tools and attachments
13. how to minimise the impact of your work on the surrounding area, other users of the site and anyone else who may be affected

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