



SAFE WORK PROCEDURE

KNIFE USAGE

Recommended and/or required Personal Protective Equipment: Material Gloves

BASIC JOB STEPS	POTENTIAL ACCIDENTS OR HAZARDS	RECOMMENDED SAFE JOB PROCEDURES
Use retractable safety knife	Cuts	Correct knife means safe work, minimise risk of injury
Ensure work area maintained in a safe manner free from tripping slipping hazards	Slip trip and fall, and laceration	Maintain good housekeeping
Cut away from hands and body	Laceration/cuts	Always cut away from hands and body
When finished job, ensure knife stored secured in a safe area	Laceration/cuts	Ensure blade is retractable
Do not use knife for any other purpose other than cutting material	Severe Injury	Maintain safe work procedure
When carrying a knife carry by the handle	Laceration	Maintain safe work procedure
Do not leave knife on bench	Laceration	Maintain safe work procedure