

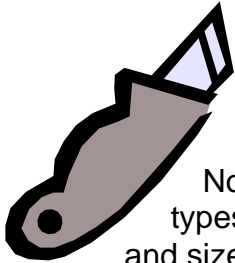


DATA COMMUNICATIONS PROFESSIONALS

Safety Center Bulletin

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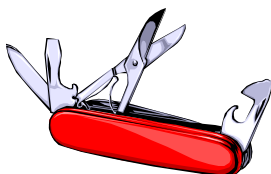
SUBJECT: Safe Handling of Sharp Blades



First of all, Happy New Year to all of you from all of us here at the DCP Safety Center office. Here's wishing you the very best for this 3rd year of the "new millenium."

Now to safety issues: Whether in the workplace or at home, we all use tools of all types and no tool is as inherently dangerous as the knife. Knives come in all shapes and sizes but they all carry with them the threat and capacity to do extreme damage. It's for that reason we should all be aware of some basic rules for handling knives and other tools with sharp blades. Review the guidelines below for the safe use of sharp blades at home, at work and at all times.

PRIMARYLY ON THE JOB	PRIMARYLY AT HOME	AT ALL TIMES
Change blades frequently. A dull blade invites the use of more force which can be dangerous.	Never use just a blade for cutting or trimming	When cutting, ALWAYS cut AWAY from your body.
Use a holder or tool (i.e. forceps or a vice) to hold the object being cut	Protect blades during storage by retracting them or placing them in a closed container	Make sure knives are very sharp and in good condition. Beware of rust and loose blades.
If sharp objects are contaminated with blood, hazardous materials, or radioactive materials, contact an environmental health organization for disposal procedures	Never reach blindly into a drawer where sharp objects are stored	Always use a handle or holder with a cutting blade such as a razor, scraping or trimming blade
Use the right cutting tool for the job. If you don't have the right tool or enough replacement blades, tell your supervisor.	Store knives in the front part of a drawer with their tips toward the back of a drawer	Close or retract the blade when not in use
	Try to store knives with their blades facing down	Dispose of sharp objects by placing in a closed, puncture-proof container (an old coffee can is perfect)
		Do not use knives as a substitute for can openers, screwdrivers, or ice picks



Even the most innocent looking knife can do severe damage if not handled with care.