



Using the Electric Screwdriver

1. Wear your protective equipment including ear defenders and goggles.
2. Check on the biggest screw that your machine can drive = if you overload it, the screw may jam, causing the screwdriver to rotate. Switch off immediately to prevent damage or injury.
3. Check you have the correct rotation before you start. Do not try to change the rotation while the machine is running.
4. Stop the machine each time you load a new screw.
5. Make sure each new screw is located correctly on the driver bit before you switch on.
6. Check that you are not going to drive your screws into a hidden electric cable or other service.
7. Keep your hands clear of the rotating parts.
8. Keep all the air vents clear of dust. Do not block air vents with your hands.
9. Keep the cable clear of the driver bit and any sharp edges on your work.
10. If you think the cable may be cut or damaged in any way, switch off and unplug at the mains before inspecting it. If the cable attached to the electric screwdriver is damaged, stop using the machine. Contact the hire company. If an extension cable has been damaged, do not use it again.
11. Take care not to accidentally pull the plug from the socket.
12. Switch off and remove the plug from the socket before leaving the electric screwdriver unattended.
13. If your equipment does not work properly do not attempt to repair it. Contact the hire company.

Please keep this leaflet safely as it may be required for future reference



Hire Association Europe
2450 Regents Court
The Crescent
Birmingham Business Park
Solithull B37 7YE

Telephone: 44 (0) 121 380 4600
44 (0) 121 333 4109
Fax: mail@hae.org.uk
Email: www.hae.org.uk
website:

Electric Screwdriver

The rules and procedures in force where people are at work may require the person responsible for this equipment to carry out a specific risk assessment.

It is important to read all of this leaflet BEFORE you use the Electric Screwdriver



1. Plan your work and think ahead to make sure you will always be working safely.
2. Electricity is dangerous and must always be used with great care.
3. This electric screwdriver is designed to drive in, or remove screws. It can also be used for bolts and similar fixings. It must be fitted with the correct driver bit.
4. The action of this screwdriver can cause injury or damage if the machine is not used in a careful and controlled way.
5. If you have not used an electric screwdriver before, familiarize yourself with the machine on some straightforward work before you start on the main task.
6. You must have at least the following items of personal protective equipment: goggles: EN166 or BS2092; dust mask – a minimum of EN149 FFP3(s) protection; ear muffs or plugs giving protection for levels up to 94 dB(A); rcd if using a 230 volt (mains) supply.
7. This machine must not be used by minors, or by anyone under the influence of drugs or alcohol.
8. This electric screwdriver is designed for operation by an able bodied adult.
9. Anyone with either temporary or permanent disability must seek expert advice before using it.



Every effort has been made by HAE/EHA to ensure that the information given in this document and supporting material is accurate and not misleading. HAE/EHA cannot accept responsibility for any loss or liability perceived to have arisen from the use of any such document/material. Only Acts of Parliament and Statutory Instruments have the force of law and only the courts can authoritatively interpret the law.

Telephone: 44 (0) 121 380 4600
44 (0) 121 333 4109
Fax: mail@hae.org.uk
Email: www.hae.org.uk
website:

Hire Association Europe
2450 Regents Court
The Crescent
Birmingham Business Park
Solithull B37 7YE



Any unauthorised reproduction – manually or electronically – is STRICTLY prohibited

©Copyright Hire Association Europe April 2011

1. Use a residual current device ("rcd") plugged directly in to the 230 volt socket. Plug your machine into the rcd. This will help to protect you against electric shock if the cable or machine get damaged.
 2. Use the "TEST" button to check that the rcd is working each time you use it. Reset the rcd according to the instructions supplied with it.
 3. If you need an extension cable, follow any special instructions given by the hire company. If the hire company have not given any special instructions, you should only use a suitably rated heavy duty one, not longer than 50 metres (160 feet). Plug it directly into the rcd.
 4. Lay it out carefully avoiding liquids, sharp edges, doorways or windows where it might be trapped, and places where vehicles might run over it. Unroll it fully or make sure that any extension cable connections are dry and safe.
 5. Make sure that any extension cable connections are dry and safe.
- 230 VOLT MACHINES (SQUARE PIN OR BLUE PLUG)**
1. Check on how the on/off switch operates – before you switch the electric screwdriver on, you must know how to stop it.
 2. Switch the electric screwdriver off and unplug it before changing the driver bit.
 3. Use only the right bits for the machine and for the type of screw or fastener you are using as supplied by the hire company.
 4. Your machine will only operate on one voltage: it will be 110v or 230v. 110v machines will have a yellow industrial plug fitted. 230v machines will have either a normal square pin plug fitted, or a blue industrial plug. Read the instructions below for your machine.
- 110 VOLT HEATERS (YELLOW PLUG)**
1. If you are using a portable transformer, plug the transformer directly into the 230 volt socket. Do not use any 230 volt extension cables.
 2. If you need to use an extension cable, follow any special instructions given by the hire company. If the hire company have not given any special instructions, you should only use a special cable between the transformer and the machine.



1. Do not use this electric screwdriver where there is a danger of explosion, it will ignite fumes from petrol, or gas cylinders.
2. Make sure that the area is clear and safe and that no-one is near to you or could distract you.
3. Warn others to keep away from the noise.
4. If you are driving into a plaster or timber wall or floor, check that you are not going to drive your screws into a hidden electric cable, gas or water pipe.

Useful Reference Points • www.hae.org.uk/businessguard

1. The following items of personal protective equipment (ppe) are the minimum that should be worn whenever you use this machine. Particular jobs or environments may require a higher level of protection.
 2. You must wear goggles (EN166 or BS2092) when you are working with this machine.
 3. This equipment is likely to cause noise levels up to 94 dB(A) – wear appropriate ear muffs or plugs giving hearing protection for this level as a minimum.
 4. You will need to wear an appropriate dustmask (with a minimum of EN149 FFP3(S) protection) if you are driving screws into a material that causes dust.
 5. Make sure that you have no loose clothing, or long hair, that could get caught up by the screwdriver.
 6. Anybody who is working near to you will also need to wear appropriate personal protective equipment.
- OPERATORS**
1. Check your machine, cables and plugs. If anything is found damaged, do not use the electric screwdriver – contact the hire company.
 2. Check that the plug on your machine matches your supply. Do not try to force connections or improvise them.
 3. Machines with a cylindrical yellow industrial plug fitted are designed to run off a special 110v supply. The hire company will have provided a portable transformer if you need to power the machine from a normal mains 230v supply. If a portable transformer has been supplied, take care not to injure yourself when moving it about – it may be heavier than you think. Machines designed to run directly from 230v mains will have either a normal square pin plug fitted or a blue industrial plug.
 4. Some screws or materials require a pilot hole to be drilled to drive the screw into.
 5. Check on the biggest screw that your machine can drive – if you overload it, the screw may jam, causing the screwdriver to rotate. This could cause a serious hand or wrist injury.
 6. Make sure you understand how to use the forward/reverse switch to change rotation.
- ELECTRIC SCREWDRIVER**



Useful Reference Points • www.hae.org.uk/businessguard

Before Starting Work...

Useful Reference Points • www.hae.org.uk/businessguard