

Appendix B

Safety

Introduction Automotive repair and service work can be extremely dangerous unless undertaken with adequate training and full knowledge of the consequences.

Before attempting any automotive repair or service work, formal automotive repair and service training is required as well as a thorough understanding of Toyota written repair and service procedures.

Your alertness, mental condition, and level of mechanical skill should be assessed along with the condition of the vehicle before attempting any automotive work that might cause you injury, damage to the vehicle, or result in an unsafe modification or condition.

Before attempting any work on the vehicle, all safety precautions as outlined by the Toyota service publications should be read and understood. Common sense and good judgment are important and crucial aspects of successful automotive work.

General Safety Guidelines

Follow these guidelines for general shop safety:

- Know the hazards associated with your work. Be sure you are fully educated on the proper use and operation of any tool before beginning a job.
- Always wear appropriate safety gear and protective clothing.
- Maintain good housekeeping standards.
- Keep the work area free from slipping/tripping hazards (oil, cords, debris, etc.).
- Clean all spills immediately.
- Remove metal chips regularly.
- It is recommended that electrical cords pull down from an overhead pulley rather than lying on the floor.
- Leave tool and equipment guards in place.
- Make sure all tools and equipment are properly grounded and that cords are in good condition.
- Double-insulated tools or those with three-wire cords are essential for safety.
- Use extension cords that are large enough for the load and distance.
- Secure all compressed gas cylinders. Never use compressed gas to clean clothing or skin.
- Know where fire extinguishers are located and how to use them.

Personal Protection

There are several measures you must take to protect yourself from shop hazards. For example, do not wear the following when working around machinery:

- Loose fitting clothing
- Neckties
- Jewelry

The hazards associated with shop work require special safety considerations.

Eye Protection

Always wear safety glasses when working with shop equipment. This is especially important when using compressed air, or when using a shop hammer to aid in removing or installing gears and bearings onto shafts.

- If you wear prescription glasses, wear goggles or other safety protection over the glasses.
- Safety glasses with side shields provide primary protection to eyes and are four times as resistant as prescription glasses to impact injuries.
- Goggles protect against impacts, sparks, chemical splashes, dust, and irritating mist. Wear full goggles, not just safety glasses, when working with cleaning chemicals.

Cleaning Components

When cleaning transmission components, wash the parts with a commercially available solvent. Remember to use gloves to protect your hands, and a respirator mask with proper filters. Remember to properly dispose of all waste.

CAUTION

Do **not** use compressed air for cleaning components or spinning up bearings.