

## EMPLOYEE TRAINING RECORD

**TRAINING TITLE**      **Clamps**

### KEY TEACHING POINTS

**DO**

- Wear safety glasses or a faceshield.
- Select the proper clamp style and size by matching the work-holding requirements of the job with the following clamp features: 1) strength and weight, 2) opening - length of reach, 3) throat depth - depth of reach, 4) ease of adjustment, and 5) clamping surface - material used and size.
- Ensure the swivel at the end of the screw turns freely before using.
- Use pads with C-clamps to avoid marring the work.
- Remove clamps as soon as the job is finished. Clamps serve only as temporary devices for holding work securely place.
- Keep all moving parts of clamps lightly oiled and clean. Make sure there is no dirt or oil on any part that will come into contact with the work.
- Store C-clamps by clamping them in a rack, not in a drawer.

**DO NOT**

- Do not use any clamp that has a bent frame or a bent spindle.
- Do not use wrenches, pipes, hammers or pliers to tighten clamps. Use wrenches only on clamps especially designed for wrenches.
- Do not hoist with C-clamps. Use special lifting clamps.
- do not use extra large clamps just for the sake of their large throats; instead use deep-throat clamps.
- Do not use C-clamps to construct scaffolds or platforms for workers.

### TEST

QUESTION	ANSWERS	
	TRUE	FALSE
1. Wear safety glasses or a faceshield.		
2. Use C-clamps to hoist.		
3. Use C-clamps to secure scaffolding decks to the scaffold.		
4. Ensure the swivel at the end of the screw turns freely before using.		
5. Store C-clamps by clamping them in a rack, not in a drawer.		
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE

1. True 2. False 3. False 4. True 5. True