

Safe Work Procedures - Door Installation

General/Brief Description of task	Preparation of pre-fabricated doors for replacement of existing ones
Frequency of task performed	On Demand
Hazards Identified	<p>#1 – Falling Objects #8 – Eye Injury #10 - Lifting</p>
P.P.E. required: Special tools required (if any)	<ul style="list-style-type: none"> • Safety Glasses • Hearing Protection • Drill, Router, Skill Saw • Planer • Chisel, Hammer, Screw Drivers • Door Hardware
Safe Work Procedure	<ul style="list-style-type: none"> • Visually inspect worksite for any possible hazards • Hearing protection may be required depending on the tools used • Measure door opening • Plane or cut door to fit • Using a router cut out area for hinges to fit flush with door • Pre-drill holes for screws for the hinges • Measure the height of the strike plate on the door jam, and cut out backset in door to fit flush and line up with strike plate • Install door hardware – doorknobs, locks, hinges, door closures • Hang door on frame. This job requires two people with one person supporting the weight of door and holding in place, while the second one secures the hinges to the frame • Once door is hung, issue a work order to the paint shop to apply the finishing coat • Refer to Safe Work Practice for "Use of Power Tools" as found in Appendix 'A' • Refer to Safe Work Practice for "Use of Hand-Held Power Circular Saw" as found in Appendix 'A' • Refer to Safe Work Practice for "Surface Planer" as found in Appendix 'A' • Refer to Safe Work Procedure for "Use of Shaper / Router" as found in Appendix 'A' • Refer to Safe Work Practice for "Proper Lifting Techniques" as found in Appendix 'A'