

Chapter 5 Auto Shop Safety

After studying this chapter, you will be able to:

- Describe the typical layout and sections of an auto shop.
- List the types of accidents that can occur in an auto shop.
- Explain how to prevent auto shop accidents.
- Describe general safety rules for the auto shop.

n auto shop can be a safe and enjoyable place to work and earn a good living. Most shops are clean, well lighted, and relatively safe, **Figure 5-1**. However, if basic safety rules are *not* followed, an auto shop can be very dangerous. In this chapter, the layout of a typical automotive service facility will be discussed and the most important safety rules will be emphasized.



Subject-specific safety rules will be given throughout this textbook. To live a long and productive life, follow all automotive industry safety policies.



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Figure 5-1. A well-maintained automotive shop can be an enjoyable place to work. Always do your part to keep the shop clean and well organized.

Auto Shop Layout

There are several different areas in an auto shop. You must know their names and the basic rules that apply to each. It is important that you learn your shop layout and organization to improve work efficiency and safety. The auto shop includes the following work areas:

- Repair area.
- Toolroom.
- Classroom.

Repair Area

The *repair area* includes any location in the shop where repair operations are performed, such as the shop stall, lift, alignment rack, and outside work area. It normally includes every area except the classroom, locker room, and toolroom.

Shop Stall

A **shop stall** is a small work area where a vehicle can be parked for repairs. Sometimes, each stall is numbered and marked off with lines painted on the floor.

Some auto shop facilities have an **outside work area** adjacent to the garage overhead doors. In good weather, this area can be used for auto repairs.

Always raise the shop doors all the way and pull cars through the doors very slowly.



Tech Tip

Check the height of trucks and campers to make sure they will clear (top of vehicle will not hit doors or be crushed when raised fully on a lift).

Lift

The *lift* is used to raise a vehicle into the air. It is handy for working under the car (draining oil, greasing front end ball sockets, or repairing exhaust systems). Refer to **Figure 5-2**.

Remember these lift safety steps:

1. Ask your instructor for a demonstration and get permission before using the lift.



Eagle Equipment

Figure 5-2. A lift is handy for repairs on parts under the vehicle. Lifts are commonly used when changing oil, greasing the chassis, and repairing the exhaust system.

2. Position the vehicle's center of gravity (point of perfect balance) on the lift as described in its service manual, Figure 5-3. If a front-engine vehicle or a pickup truck with no weight in the bed, position the lift arms (if applicable) more to the front of the chassis. In a mid- or rear-engine car, place the lift pads more to the rear so the car will not slide or tilt off the lift.

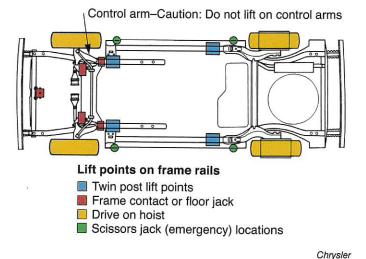
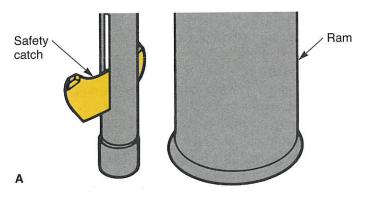


Figure 5-3. Follow the service manual instructions when raising a car on a lift. Note the specific lifting instructions and lift points for this specific vehicle.

- 3. Raise vehicle slowly while keeping your fingers away from any moving parts on the lift. Raise the car about one inch off the ground. Double-check your lift points and make sure the vehicle is perfectly level. Always place your head next to the shop floor so you can see the alignment of the lift pad and vehicle pinch welds or frame rails.
- 4. When the vehicle is high enough to be worked on, make sure the lift's mechanical safety catch is engaged. Do not walk under the lift without the catch in the fully locked position, **Figure 5-4**.





Ford

Figure 5-4. Always read manufacturer's operating instructions closely before using a lift. If a lift lowers a car on someone, they will be crushed and killed instantly. A—Most lifts have a mechanical safety catch. A large metal lug must be engaged fully into the metal post before working under the vehicle. Without the mechanical catch engaged, a hydraulic failure could make the vehicle drop instantly to the ground with deadly crushing force. B—Always place your head next to the shop floor so you can see the alignment of the lift pad and vehicle pinch welds or frame rails.

Alignment Rack

The *alignment rack* is used when working on a car's steering and suspension systems. One is shown in **Figure 5-5**. It may contain a special tool board and equipment used when replacing worn suspension and steering parts or adjusting wheel alignment.

When using an alignment rack, the car should be pulled onto the rack slowly and carefully. Someone should guide the driver and help keep the tires centered on the rack. As with other complicated and potentially dangerous equipment, obtain a full demonstration before using the alignment rack.

Toolroom

The **toolroom** is a shop area where larger pieces of repair equipment are stored. The toolroom is used to store shop tools, small equipment, and supplies, such as nuts, bolts, and oil. It is normally located adjacent to (next to) the repair area or classroom.

When working in the toolroom, you will be responsible for keeping track of shop tools. Every tool checked out of the toolroom must be recorded and called in or retrieved before the end of the class period.

Normally, the tools hang on the walls of the toolroom for easy access. Each tool may have a painted silhouette, which indicates where it should be kept. Your instructor will detail specific toolroom policies and procedures. **Figure 5-6**.



Pavel L Photo and Video/Shutterstock.com

Figure 5-5. An alignment rack is used in most shops. It is often needed when servicing steering and suspension systems.

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Figure 5-6. Keep all shop tools clean and organized. Make sure you return every tool to its correct location.

Classroom

The *classroom* is usually an office-like area in a school or large repair facility, where students or mechanics can meet to increase their knowledge of auto service and repair. Either a certified instructor or the service manager presents the information to the students or experienced technicians. The classroom is used for seminars, demonstrations, and other technician training activities. It is often located adjacent to the repair area.

Shop Safety

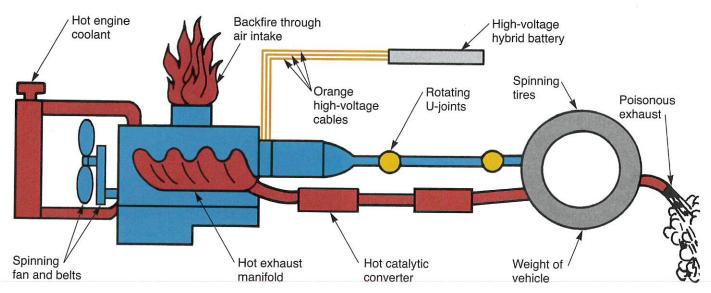
Every year, thousands of technicians are accidentally injured or killed on the job. Most of these accidents resulted from a broken safety rule. The injured persons learned to respect safety rules the hard way—by experiencing a painful injury. You must learn to respect safety rules the easy way—by studying and following the safety rules given in this book.

While working, constantly think of safety. Look for unsafe work habits, unsafe equipment, and other potentials for accidents.

Some areas in the automotive repair shop are more dangerous than others. Areas where dangerous equipment is used or toxic chemicals are stored are often identified by brightly colored floor markings or signs to alert employees to the potential hazards. When working in these marked safety areas, take extra precautions to prevent injury.

Evacuation routes should be posted in prominent areas throughout the shop. These routes show you how to quickly exit the building in case of a fire, gas leak, or other emergency. Always study the evacuation routes and be aware of your location in relation to these routes whenever you are working in the shop. Being able to quickly exit the building during an emergency could save your life.

When working in an auto shop, you must always remember that you are surrounded by other technicians. This makes it even more important that you concentrate on safety to prevent injury to yourself and to others in the shop. See **Figure 5-7**.



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Figure 5-7. An automotive shop has the potential to be very dangerous. Just a few of the dangers present around an automobile are shown.

Types of Accidents

Basically, you should be aware of and try to prevent six kinds of accidents:

- Fires.
- Explosions.
- Asphyxiation (airborne poisons).
- Chemical burns.
- Electric shock.
- Physical injuries.

If an accident or injury occurs in the shop, notify your instructor immediately. Use common sense when deciding whether to get a fire extinguisher or to take other actions.

Fires

Fires are terrible accidents capable of causing severe injury and permanent scar tissue. Therefore, every precaution must be taken to prevent fires in the automotive shop. There are numerous combustible substances (gasoline, oily rags, paints, thinners) found in an auto shop.

Gasoline is by far the most dangerous and underestimated flammable substance in an auto shop. Gasoline has astonishing potential for causing a tremendous fire. Just a cupful of gasoline can instantly engulf a car in flames.

A few gasoline safety rules include:

- Store gasoline and other flammable substances in approved, sealed containers.
- Never use gasoline as a cleaning solvent.
- When disconnecting a vehicle's fuel line or hose, wrap a shop rag around the fitting to keep fuel from squirting or leaking.
- Wipe up gasoline spills immediately. Do not place oil absorbent (oil-dry) on gasoline because the absorbent will become highly flammable.
- Keep any source of heat away from open or exposed fuel system parts.
- Disconnect the battery or HV battery pack before working on a fuel system.

Oily rags can also start fires. Soiled rags should be stored in an approved safety can.

Paints, thinners, and other combustible materials should be stored in a fire cabinet. Also, never set flammable substances near a source of sparks (grinder), flames (welder or water heater), or heat (furnace, for example).

Electrical fires can result when a "hot wire" (wire carrying current to component) touches ground (vehicle frame or body). The wire can heat up, melt the insulation, and burn. Then, other wires can do the same. Dozens of wires could burn up in a matter of seconds.

To prevent electrical fires, always disconnect the battery when told to do so in a service manual. If possible, keep the battery disconnected during repairs.

Locate the *fire extinguishers* in your shop and learn how to use them before they are needed. The few seconds spent learning how to operate a fire extinguisher could be the difference between life and death during a fire.

Figure 5-8 shows various fire classifications and fire extinguisher types. Always use the recommended type of extinguisher. Using the wrong extinguisher can actually cause the flames to spread. Multipurpose fire extinguishers can be used for a variety of fires. The most common type of multipurpose extinguisher is an A, B, C, dry-chemical fire extinguisher.

To use a fire extinguisher, pull the safety pin from the handle. Aim the nozzle at the flames as outlined in Figure 5-8 and squeeze the extinguisher handle.

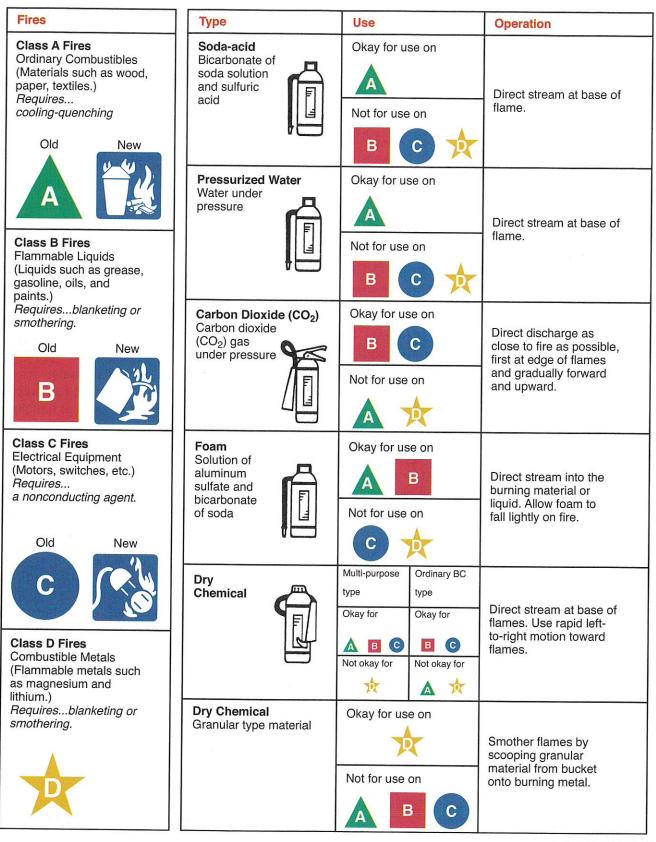
Explosions

An **explosion** is the rapid, almost instant, combustion of a material that causes a powerful shock wave to travel through the shop. Several types of explosions are possible in an auto repair facility. You should be aware of these sources of sudden death and injury.

Hydrogen gas can surround the top of a car battery that is being charged or discharged (used). This gas is highly explosive. The slightest spark or flame can ignite the hydrogen gas, causing the battery to explode. Battery acid and pieces of the battery case can blow into your eyes and face. Blindness, facial cuts, acid burns, and scars can result. Always wear eye and face protection when working around a battery. See **Figure 5-9**.

Fuel tanks, even seemingly empty ones, can explode. A drained fuel tank can still contain fuel gum and varnish. When this gum is heated and melts, it can emit vapors that may ignite.

Keep sparks and heat away from fuel tanks. When a fuel tank explodes, one side will usually blow out. Then, the tank will shoot across the shop as if shot out of a cannon. You or other workers could be killed or seriously injured.



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Figure 5-8. There are several different types of fires. Fire extinguishers are rated by the type of fire on which they should be used.



Snap-on Tool Corp.

Figure 5-9. Wear approved eye, ear, and face protection when needed.

Various other sources can cause shop explosions. For example, special sodium-filled engine valves, welding tanks, and propane-filled bottles can explode if mishandled. These hazards will be discussed in later chapters.

Warning

Air bags should be handled with extreme care. If accidentally deployed, they can break bones or even kill. Carry them with the trim cover pointed away from your body. Keep all sources of electricity away from undeployed air bags.

Asphyxiation

Asphyxiation is caused by breathing toxic or poisonous substances. Mild cases of asphyxiation will cause dizziness, headaches, and vomiting. Severe asphyxiation can cause death.

The most common cause of asphyxiation in an auto shop is the exhaust gases produced by an automobile engine. *Exhaust gases are poison*. If a vehicle must be operated in an enclosed shop, connect the vehicle's tailpipe to the shop's exhaust ventilation system as shown in **Figure 5-10**. Also, make sure the exhaust ventilation system is turned on.

Discussed in related chapters, other shop substances are harmful if inhaled. A few of these harmful substances include asbestos (brake lining dust, clutch disc dust), parts cleaners, and paint spray.

Respirators (filter masks) should be worn when working around any airborne impurities. Refer to **Figure 5-11**. Dust masks are made of treated paper



Kent-Moore

Figure 5-10. Place an exhaust hose over the tailpipe of any car running in an enclosed shop. This will prevent the shop from filling with deadly fumes.



Lab Safety

Figure 5-11. This technician is wearing a welding respirator to protect himself from toxic welding fumes. The welding helmet will shield the technician's face and eyes from hot sparks and the bright, blinding welding arc.

and will only stop large particles from entering your body. Cartridge respirators provide good respiratory protection when potentially hazardous fumes are present in the shop. An air-supplied respirator must be worn when catalyzed paint products are applied in the shop.

Chemical Burns

Solvents (parts cleaners), battery acid, and various other corrosive shop substances can cause **chemical burns** to the skin. Always read the directions on all chemical containers. Also, be sure to wear proper protective gear when handling solvents and other caustic materials. See **Figure 5-12**.

Throttle body cleaner (decarbonizing type), for example, is very powerful and can severely burn your

Eye protection
Respirator

Chemical-proof apron

Rubber gloves

Leather shoes

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Figure 5-12 Always dress properly when handling substances that can cause chemical burns. Note that this technician is wearing rubber gloves, a chemical-proof apron, a respirator, and safety goggles.

skin in a matter of seconds. Wear rubber gloves and a full face shield when using a decarbonizing throttle body cleaner. If a skin or eye burn occurs, follow label directions.

Electric Shock

Electric shock is a result of electric current passing through parts of your body, causing injury or death. It can occur when using improperly grounded electric power tools.

Never use an electric tool unless it has a functional *ground prong* (third, round prong on plug socket). This prevents current from accidentally passing through your body. Also, never use an electric tool on a wet shop floor.

Warning

Some late-model cars have heated windshields. The alternators on these vehicles are designed to put out more

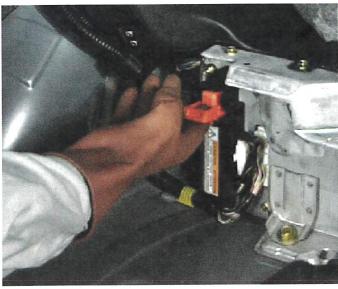
than 100 volts ac to quickly warm the windshield. This is enough voltage to cause electric shock. Work carefully around this high voltage.

Hybrid Safety

Hybrid vehicles use a high-voltage motorgenerator and an HV battery pack that operates on approximately 300–600 volts. This is enough electrical energy to cause serious injury or even electrocution! Voltage levels and hybrid service procedures vary. Therefore, it is important to follow the vehicle manufacturer's instructions and safety rules when working on a specific make and model hybrid.

Always wear rubber electrician's gloves (rated for 1000 volts) when working on a high-voltage hybrid drive train system. The thick rubber gloves will prevent electric shock if you accidentally touch a conductor carrying high voltage and current. You must also use fully insulated tools to service the high-power cable connections on the battery. See **Figure 5-13**.

Most hybrids have a main power cutoff switch, or high-voltage disconnect, near the output cables of the battery pack. This switch allows you to electrically disconnect the battery pack from the rest of the hybrid drive train system. It should be turned to the off or disabled position before servicing a hybrid drive train system.



Tovota

Figure 5-13. When working on high-voltage parts of a hybrid drive train system, always use insulated tools and thick rubber electrician's gloves to avoid electrocution.

Physical Injury

Physical injuries (cuts, broken bones, strained backs) can result from hundreds of different accidents. As a technician, you must evaluate every repair technique. Decide whether a particular operation is safe and take action as required.

For instance, if you are pulling on a hand wrench as hard as you can and the bolt will not turn, *stop!* Find another wrench that is larger. A larger tool has more leverage and is, therefore, safer. This approach will help prevent injuries and improve your mechanical abilities.

Warning

Never overexert your back by improperly lifting heavy assemblies.
Once you injure your back, it can take months to recover. Sometimes, surgery is needed to repair the damage. When lifting a heavy object, keep your back straight. Bend your knees and lift the item with your legs. If necessary, use power equipment to move heavy objects.

General Safety Rules

Listed are several general safety rules that should be followed at all times.

- Wear eye protection during any operation that could endanger your eyes. This would include operating power tools, working around a running car engine, carrying batteries, etc.
- If debris or chemicals accidentally get into your eyes, flush your eyes using an eyewash station.
 Always locate the eyewash station in your work area and learn how to use it before you need it. Refer to the eyewash station manufacturer's instructions for proper use.
- Avoid anyone who does not take shop work seriously. Inappropriate behavior leads to accidents.
- Keep your shop organized. Return all tools and equipment to their proper storage areas. Never lay tools, creepers, or parts on the floor.
- Dress in an appropriate manner. Never wear loose clothing, neckties, shorts, or open-toed shoes when working in the shop. Remove rings, bracelets, necklaces, watches, and other jewelry. They can get caught in engine fans, belts, drive shafts, and other rotating parts, causing serious injury. Also, button or roll up long sleeves and secure long hair; they too can get caught in spinning parts.
- Never carry sharp tools or parts in your pockets.
 They can puncture the skin.
- Wear full face protection when grinding, welding, and performing other operations where severe hazards are present.
- Work like a professional. When learning auto repair, it is easy to get excited about your work. However, avoid working too fast. You could easily overlook an important repair procedure or safety rule and be injured.
- Use the right tool for the job. There is usually a "best tool" for each repair task. Always be thinking about whether a different tool will work better than another, especially when you run into difficulty.
- Keep guards or shields in place. If a power tool has a safety guard, use it.
- Lift with your legs, not your back. There are many assemblies that are very heavy. When lifting, bend at your knees while keeping your back straight. On extremely heavy assemblies (transmissions, engine blocks, rear axles, transaxles), use a portable crane or hydraulic jack.

- Use adequate lighting. A portable shop light not only increases working safety, but it increases working speed and precision.
- Ventilate your work area when needed. Turn on the shop ventilation fan when fumes are present in the shop.
- Never stir up asbestos dust. Asbestos dust (particles found in older brake and clutch assemblies) is a powerful cancer-causing agent. Do not use compressed air to blow the dust from brake and clutch parts. Use an enclosed vacuum system to remove brake dust from brake assemblies to avoid contaminating the shop.
- Jack up a vehicle slowly and safely. A car can weigh more than two tons (1814 kg). Never work under a vehicle not supported by jack stands. A floor jack is only for raising the vehicle, not holding it while working. A hydraulic jack can instantly blow a seal and allow the heavy car to crash down with tremendous force. Always secure a vehicle on jack stands and block the wheels before working under it.
- Drive slowly when in the shop area. With all the other technicians and vehicles in the shop, it is very easy to have an accident.
- Report unsafe conditions to your supervisor or instructor.
- Stay away from engine fans. The fan on an engine is like a spinning knife. It can inflict serious injuries. Also, if a part or tool is dropped into the fan, it can fly out and hit someone with great force. Remember, electric fans can turn on even with the ignition key off!
- Respect running engines. Before starting an engine, make sure the transmission is fully in park or neutral, the emergency brake is set, and the wheels are blocked. If these steps are not taken and the car is accidentally knocked into gear, it could run over you or a friend.
- Do not smoke in or near the auto shop. Smoking is a serious fire hazard, considering fuel lines, cleaning solvents, lubricants, and other flammables may be exposed.
- Obtain instructor or service manager permission before using any new or unfamiliar power tool, lift, or other shop equipment. If necessary, your instructor or service manager will give a demonstration.



While safety should be a priority whenever you are working in the shop, it is easy to overlook potential hazards. Therefore, it is important to perform periodic (weekly or monthly) shop safety inspections. Walk through your shop and take note of any unsafe conditions found. Report unsafe conditions to your instructor or supervisor.

Right-to-Know Laws

Right-to-know laws give essential information and stipulations for safely working with hazardous materials. The majority of states have enacted their own right-to-know laws. It is up to you to read all printed material that describes the proper handling of hazardous materials.

Safety data sheets give detailed chemical composition and precautionary information for all products that can present a health or safety hazard. See Figure 5-14. They are available from product manufacturers. You can easily see all the dangers and actions that should be taken when using any potentially dangerous product.

The Occupational Safety and Health Administration (OSHA) is a federal agency that gives general guidelines for the safe operation of work sites. To ensure safe working conditions, OSHA has established safety and work regulations for all industries.

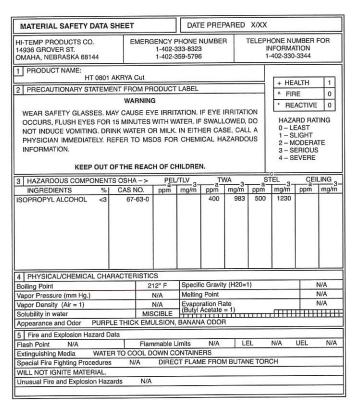
Store and dispose of hazardous waste properly. Environmental Protection Agency (EPA) regulations require the proper labeling, storage, and transport of these potentially harmful materials for controlled disposal.



Customer Relations

Most shop insurance policies do not cover customers who enter the shop work area. When informing customers that they are not allowed in the repair area, explain that the insurance company, not the shop, has made this rule. This will help prevent the customer from being offended by being told to leave the work area.

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7 EMERGE	NCY AND FIRST AID	PROCEDURES	
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Hi-Temp Products Co.

Figure 5-14. Study the types of information given on a safety data sheet.

Summary

- An auto shop can be a safe and enjoyable place to work. However, if basic safety rules are not followed, an auto shop can be very dangerous.
- The shop repair area includes any location in the shop where repair operations are performed.
- The toolroom is a shop area normally adjacent the main shop or classroom. It is used to store shop tools, small equipment, and supplies.
- Every year, thousands of technicians are injured or killed on the job. Most of these accidents resulted from a broken safety rule.
- Fires are capable of causing permanent scar tissue. There are numerous combustible substances found in an auto shop.
- Gasoline is by far the most dangerous and often underestimated flammable in an auto shop.
- Electrical fires can result when a "hot wire" (wire carrying current to component) touches ground (vehicle frame or body).

- An explosion is rapid combustion that causes a powerful shock wave to travel out through the shop.
- Asphyxiation is caused by breathing toxic or poisonous substances in the air.
- Respirators should be worn when working around any kind of airborne impurities.
- Electric shock results when electric current passes through your body, causing injury or death.
- Physical injuries (cuts, broken bones, strained backs) can result from a variety of accidents.

Technical Terms

Write the definitions for the following terms on a separate sheet of paper.

alignment rack

asphyxiation chemical burn

classroom

electric shock

evacuation routes

explosion

eyewash station fire

fire extinguisher

fires

ground prong

lift

Occupational Safety and Health Administration

(OSHA)

outside work area

physical injury

repair area

respirator

right-to-know laws

safety data sheets

shop stall

throttle body cleaner

toolroom

Activities

- 1. Sketch out a floor plan of your shop and label the different areas. Study the safety cautions in this chapter and determine if there are any safety hazards. Mark their location on the floor plan.
- 2. On the same floor plan, mark the location of fire extinguishers, exits, and eye flushing stations.
- 3. Examine a fire extinguisher in the shop area and read the instructions carefully. Demonstrate its use.

Review Questions

Answer the following questions using the information provided in this chapter.

- 1. List four safety rules to follow when using a vehicle lift.
- 2. A(n) _____ is used when working on a car's steering and suspension systems. It has special equipment for aligning the vehicle's wheels.
- is the most common and dangerous flammable found in an auto shop.
- 4. What causes an electrical fire in an automobile?
- 5. Car batteries can explode. True or False?

- 6. Which of the following cannot cause electric shock?
 - (A) A missing ground prong on cord.
 - (B) Using an electric drill on wet floor.
 - (C) Using electric tools with a ground prong.
 - (D) None of the above.
- Explain what must be done to prevent physical injuries.
- 8. If you are pulling on a wrench as hard as you can and the fastener does not turn, what should you do to prevent injury?
- 9. When lifting heavy objects, always lift with your
 - (A) arms
 - (B) legs
 - (C) back
 - (D) None of the above.
- 10. List 20 general safety rules.
- 11. Why is it important to perform periodic shop safety inspections?

ASE-Type Questions

- 1. In which auto shop area would an exhaust system repair most likely be done?
 - (A) Shop stall.
 - (B) Grease rack.
 - (C) Alignment rack.
 - (D) Outside work area.
- 2. Rules to remember when using gasoline include each of the following except:
 - (A) store gas in approved containers.
 - (B) keep gas away from sources of heat.
 - (C) use oil absorbent to absorb any gas spills.
 - (D) never use gasoline as a cleaning solvent.
- 3. Which of the following is a possible source of explosions in an auto shop?
 - (A) Fuel tanks.
 - (B) Car batteries.
 - (C) Welding tanks.
 - (D) All of the above.
- Asphyxiation can be caused by:
 - (A) touching a current-carrying wire.
 - (B) improper lifting techniques.
 - (C) breathing toxic substances.
 - (D) None of the above.

- Asbestos dust, which can cause cancer, is found in:
 - (A) fuel tanks.
 - (B) transmissions.
 - (C) propane-filled bottles.
 - (D) brake and clutch assemblies.
- 6. A respirator is a:
 - (A) filter mask.
 - (B) type of chemical burn.
 - (C) machine guard.
 - (D) device to put out small fires.
- 7. Eye protection should be worn when:
 - (A) carrying batteries.
 - (B) operating power tools.
 - (C) working by a running engine.
 - (D) All of the above.
- 8. Which of the following is *not* a good tip when dressing for work?
 - (A) Secure long hair.
 - (B) Roll up long shirt sleeves.
 - (C) Make sure all jewelry fits well.
 - (D) Do not carry sharp tools in pocket.
- 9. An engine needs to be moved. Technician A says two people can slide the engine out of the way. Technician B says that an engine crane should be used to move the engine. Who is right?
 - (A) A only.
 - (B) B only.
 - (C) Both A and B.
 - (D) Neither A nor B.
- 10. When removing asbestos dust from parts, Technician A believes a vacuum system should be used. Technician B believes dust should be blown away using compressed air. Who is right?
 - (A) A only.
 - (B) B only.
 - (C) Both A and B.
 - (D) Neither A nor B.



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Digital calipers can be used to take precision measurements during mechanical repairs.