

# **Kansas Department of Transportation**

## **Division of Operations**

### **Mechanic Basic Hand Tool Policy** **4-20-2009**

**The Policy of the Division of Operations is that employees in the following classifications shall provide their own personal set of basic hand tools to perform the duties and responsibilities of their positions:**

**Mechanic**

**Equipment Mechanic**

**Equipment Mechanic Senior**

**Equipment Mechanic Specialist**

**Welder (ITEM #'s 7,-9, 11, 14-16, 18, 19, 21-24, 27, and 29-33 only)**

**Equipment Body Mechanic (ITEM #'s 1-3, 7-11, 13-16, 18, 19, 21-24, 26, 27, and 29-33 only)**

**A basic set of mechanics hand tools is defined in the following listing:**

### **Mechanics Basic Hand Tool List**

1. Socket set, ¼" Drive, 12 point, standard & deep sockets, 5/32"-1/2", by 1/32 increments, with 1 ratchet, 1 spinner handle and 2 extensions
2. Socket set, 3/8" Drive, 12 point, standard & deep sockets, 3/8"-13/16", by 1/16 increments, with 1 ratchet, 3 extension bars-2", 3" & 8", 1 u-joint, and sparkplug sockets 5/8" and 13/16"
3. Sockets, 3/8" Drive, 12 pc. Metric Set - 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 17 & 19mm.
4. Sockets, 3/8" Drive, 6 point, 3/8"-13/16" by 1/16 increments
5. Hex bit set, 1/8"-3/8" by 1/32 increments
6. Metric hex bit set, 4-10mm
7. Socket set, ½" Drive, 6 point, standard and deep sockets from 7/16"-1 1/8" by 1/16 increments, with 1 ratchet, 3 extension bars 2-5", 10", 1 u-joint, 1 flex handle 18"
8. Sockets, ½" Drive, 14 pc. Metric Set - 10, 12, 13, 14, 15, 17, 18, 19, 21, 22, 24, and 27 mm.
9. Combination wrenches, from ¼"-1 ¼" by 1/16 increments
10. Torx Driver set, T8-27, 30-55
11. Combination wrenches, from 6 mm to 19 mm-1mm increments
12. Lock ring pliers, 8 7/8" approximately
13. Snap ring set fixed tip, .070 tip approximately 7 ½" long retaining ring pliers, internal and external
14. Needle nose pliers 8" approximately
15. Diagonal cutter pliers 7" approximately
16. Channel lock pliers 10" approximately

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17. Channel lock pliers 16" approximately
18. Vise grips 10", curve jaw, approximately
19. Combination pliers 6" approximately
20. Battery pliers
21. Screwdriver, #1 Phillips, 4" blade approximately
22. Screwdriver, #2 Phillips, 4" blade approximately
23. Screwdriver, Std. 1/4", 8" blade approximately
24. Screwdriver, Std. 3/8", 12" blade approximately
25. Gasket Scraper
26. Blow gun GSLA approved
27. Hack saw, with 12" blade
28. Feeler gauge, .0015, .040
29. Tool chest
30. Hammers, ball peen, cross peen and dead blow
31. Punch set to include: pin punch, 3" 1/16 approx.; starter punch, 4" long approx.; chisel cape, point 3/16x4" long approx.; chisel cape, 5/32x4" long approx.; chisel flat, 3/4x8" long
32. Brass Drift Punch
33. Rolling head bar, 16"
34. Test Light
35. Magnetic Pick-up Tool 20"

**Note: See S. O. M. 1.9.11, "Personal Tools and Belongings," for inventories to be maintained of all personal tools required to be furnished by employees in conjunction with employment.**

  
Catherine M. Patrick, P. E.  
Director, Division of Operations

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