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|  | INSTRUCTION MANUAL CUTTERS | Page | 6 |
| | | Revision | 00 |
| | | Date | 15/05/2025 |
| This manual aims to guide the user in the safe and efficient use of this product | | | |

1. JOB AND TASKS IDENTIFICATION

Manual cutting tool equipped with a retractable or fixed blade, used to cut materials such as cardboard, plastic, rubber, paper or packaging.

2. RISK ASSESSMENT

2.1. Risk Identification

- Severe cuts to hands or fingers due to improper use or accident.
- Blade breakage during cutting.
- Injuries from faulty retraction or malfunctioning mechanism.
- Material being ejected when cutting hard or stressed surfaces.

2.2 Risk assessment

| Hazard | Consequence | Probability | Severity | Risk |
|---------------------|-------------------------|-------------|----------|--------|
| Cuts | Serious injuries | High | High | High |
| Blade breakage | Loss of control | Medium | Medium | Medium |
| Defective mechanism | Improper closure injury | Medium | Medium | Medium |
| Material projection | Eye injury | Medium | High | High |

2.3. Preventive Measures

- Wear cut-resistant gloves and safety glasses.
- Retract the blade after each use.
- Check the condition of the blade and the retraction mechanism before use.
- Cut by holding the blade away from your body and keeping your hands out of the path of the blade.
- Do not apply excessive force. Replace the blade if it becomes dull.
- Keep only the necessary cutting length exposed in the housing; never exceed this. The more blade exposed, the greater the risk of breakage and cuts.

2.4. Corrective Measures in Case of Accident

- Cuts: Stop the activity, wash with soap and water, disinfect, and cover with a bandage. Consult a doctor if the cut is deep.
- Blade breakage: Carefully remove any fragments, replace the blade, and inspect the tool.
- Eye injury: Rinse with clean water and consult a doctor if discomfort persists.

2.5. Evaluation of the Effectiveness of the Measures

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- Monitor the correct use of the cutter, the condition of the equipment, and compliance with the use of PPE. Reinforce training if incidents or misuse are detected.

3. INSTRUCTIONS FOR USE

3.1. Precautions for Use

- Ensure the blade is securely attached and free of nicks.
- Check that the retraction mechanism is functioning correctly.
- Prepare the work area with good lighting.
- Wear cut-resistant gloves and safety glasses.

3.2. Points to Consider During Use

- Extend the blade only as much as necessary for the cut.
- Firmly secure the area to be cut.
- Hold the cutter firmly and cut with controlled movements.
- Keep the cutter away from your body and other people.
- Retract the blade after each use.

3.3. Warnings

- Do not cut on unstable surfaces or freehand.
- Do not use the cutter to pry or pierce.
- Do not handle the blade without gloves or force the retraction mechanism.
- Do not allow unsupervised use by minors or untrained persons.
- Use only in adequate lighting conditions.
- Do not use if you are tired, intoxicated, or have taken medication or substances incompatible with the task at hand.



4. MAINTENANCE AND STORAGE

4.1. Cleaning

Clean the cutter body with a dry cloth. Do not wet or lubricate unless instructed by the manufacturer.

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4.2. Inspection

Check the blade, sliding mechanism, and housing. Replace if damaged or malfunctioning.

4.3. Storage

Store with the blade retracted, in a dry, secure place, out of reach of children.

4.4. Recycling and the Environment

Dispose of used blades in designated containers. Take the cutter body to a recycling center according to local regulations.

5. CONTACT AND SUPPORT

If you have any questions or need further assistance, please do not hesitate to contact our customer service team:

- **Email:** comercial@bellota.com
- **Phone:** 0034 943 73 90 00
- **Website:** www.bellota.com

We appreciate your trust in our products and are committed to ensuring your safety and satisfaction.