

	<b>INSTRUCTION MANUAL CONSTRUCTION SHOVELS</b>	Page	6
		Revision	00
		Date	15/05/2025
This manual aims to <b>guide the user</b> in the safe and efficient use of this product.			

## 1. IDENTIFICATION OF THE WORK AND TASKS

Manual tool used to dig, move, load, or mix materials such as soil, sand, gravel, cement, or debris in civil engineering, masonry, or gardening work.

## 2. RISK ASSESSMENT

### 2.1. Risk Identification

- **Muscle or joint injuries:** caused by repetitive use or incorrect postures.
- **Blows:** from poor handling or accidental contact with other people.
- **Cuts or punctures:** when handling sharp materials or using the shovel with worn edges.

### 2.2 Risk Evaluation

Hazard	Consequence	Probability	Severity	Risk
Muscle injury	Pain or fatigue	Medium	Medium	Medium
Blows	Bruises	Medium	Low	Low
Cuts or punctures	Minor or moderate wounds	Low	Medium	Low

### 2.3. Preventive Measures

- Use protective gloves, safety boots, and durable clothing.
- Maintain an ergonomic posture while working.
- Do not lift loads beyond your physical capacity.
- Do not use shovels with loose, chipped handles, deformed or cracked blades.

### 2.4. Corrective Measures in Case of an Accident

- In case of a cut: clean, disinfect, and bandage the wound. Consult a professional if necessary.
- In case of a blow: apply local cold. If symptoms persist, go to a medical center.
- Immediately replace defective tools.

### 2.5. Evaluation of the Effectiveness of the Measures

	<b>INSTRUCTION MANUAL CONSTRUCTION SHOVELS</b>	Page	6
		Revision	00
		Date	15/05/2025
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- Periodically check the condition of the shovel. Ensure that the preventive measures are being applied effectively.

### 3. INSTRUCTIONS FOR USE

#### 3.1. Aspects to Consider in Preparation for Use

- Visually inspect the tool: blade secure and free of cracks, handle properly tightened and without burrs.
- Use appropriate PPE: gloves, safety boots, and durable clothing.
- Work on stable surfaces free of obstacles.

#### 3.2. Aspects to Consider During Use

- Hold the shovel with both hands and keep your back straight.
- Do not use the shovel as a lever or for tasks other than those specified.
- Avoid sudden or forced movements that may cause injury.

#### 3.3. Warnings

- Do not allow its use by minors or untrained individuals.
- Do not use it in areas with a risk of sliding or inadequate visibility.
- Do not use the shovel if under the influence of alcohol, medication, or fatigue.
- Do not use if the blade, handle, or rivet is defective or deformed.
- Do not use without proper protective equipment or in low visibility conditions.



## 4. MANTENIMIENTO Y ALMACENAMIENTO

### 4.1 Cleaning

- Clean the blade and handle after each use to prevent material buildup.
- Do not sharpen the shovel with mechanical methods that may compromise its structure.

### 4.2 Inspection

- Periodically check the handle, blade, and the joint between them. Replace any damaged parts.

### 4.3 Storage

	<b>INSTRUCTION MANUAL CONSTRUCTION SHOVELS</b>	Page	6
		Revision	00
		Date	15/05/2025
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- Store the shovel in a dry, ventilated place, away from corrosive agents.
- Keep it out of reach of children.

#### **4.4 Recycling and Environment**

- Do not dispose of this tool in household waste. Take it to an authorized recycling center in accordance with local waste management regulations.

## **5. CONTACT AND SUPPORT**

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

- **Email:** [comercial@bellota.com](mailto:comercial@bellota.com)
- **Phone:** 0034 943 73 90 00
- **Website:** [www.bellota.com](http://www.bellota.com)

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