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		Date	15/05/2025
This manual aims to guide the user in the safe and efficient use of this product			

1. WORK IDENTIFICATION AND TASKS

To level, spread, collect, or drag materials on agricultural, construction, or garden surfaces.

2. RISK ASSESSMENT

2.1. Risk Identification

1. Impact and Projection Hazards
 - Accidental strikes to people or nearby objects with the rake handle or head.
 - Potential detachment or projection of stones or other materials when dragging.
2. Ergonomic, Postural, and Repetitive Motion Hazards
 - Muscle fatigue or pain in the arms, shoulders, and back due to prolonged or repetitive use.
 - Injuries from forced postures when working on uneven or sloped surfaces.
 - Rashes, irritations, or abrasions from repeated friction or poorly fitting gloves/knee pads.
3. Fall, Trip, and Loss of Control Hazards
 - Trips over the handle or head of the rake when left on the ground.
 - Loss of balance when dragging materials on uneven or wet terrain.
4. Hazards from Poor Condition or Incorrect Use
 - Tools in poor condition (loose handles, chipped or loose heads) that increase the risk of accidents.
 - Incorrect use, such as striking with excessive force or using the rake as a lever, which can cause damage to the user or the tool.

2.2 Risk Assessment

Hazard	Consequence	Probability	Severity	Risk
Impact and projection	Strikes to people / eye injuries	Medium	Medium	Medium
Ergonomic, postural, repetitive	Pain/fatigue in back, arms	High	Medium	High
Falls and loss of control	Trips, falls, loss of control	Medium	Medium	Medium
Poor condition or incorrect use	Accidents due to damaged handle/head	Medium	High	High

2.3. Preventive Measures for Detected Risks

1. Impact and Projection Hazards
 - Maintain a safety distance from other people during operation.
 - Wear safety glasses when working on rocky ground or with loose material.
2. Ergonomic, Postural, and Repetitive Motion Hazards
 - Take regular breaks to avoid muscle fatigue.

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- Use ergonomic techniques to reduce strain on the back, shoulders, and joints.
- Alternate tasks to avoid prolonged repetitive movements and abrasions on the hands.
- Adjust the working height, keeping the back straight and the handle close to the body.

3. Fall, Trip, and Loss of Control Hazards

- Maintain a stable posture, with feet shoulder-width apart.
- Work on firm, obstacle-free surfaces.
- Always place the rake with the teeth facing down and the handle in a safe position to prevent tripping.
- Avoid using the tool in adverse weather conditions.

4. Hazards from Poor Condition or Incorrect Use

- Inspect the rake before each use, ensuring the handle and head are secure.
- Replace damaged or worn parts immediately.
- Do not use the rake as a lever or to strike.
- Store tools in safe, dry, and organized places.
- Transport them safely to avoid accidental damage.

2.4. Corrective Measures in Case of an Accident

1. Impact and Projection Hazards

- If particles get into the eyes, rinse with plenty of clean water and do not rub.
- Seek medical attention if there is persistent pain or loss of vision.
- Check the tool and the work area before continuing.
- If struck in the head, stop work and assess your physical condition; seek medical attention if experiencing dizziness, loss of consciousness, or intense pain.

2. Ergonomic, Postural, or Overexertion Injuries

- Stop the task if there is pain or numbness in the arms, shoulders, or back.
- Perform gentle stretches and rest before resuming work.
- Consult a doctor if the pain persists or worsens.

3. Falls, Trips, or Loss of Control

- If a fall occurs, stop the activity and check for fractures.
- Ask for help if you cannot move safely.
- Clean and organize the work area before resuming the activity.

4. Hazards from Poor Condition or Incorrect Use

- Stop using the tool if any damage, looseness, or excessive wear is observed.
- Repair or replace defective parts immediately.
- Store the tool in a safe and dry place before using it again.

2.5. Evaluation of the Effectiveness of the Measures

- The effectiveness of these measures will be evaluated by ensuring that, after their application, the situation has been controlled safely, the user has received the necessary care, and the tool has been inspected or repaired before resuming work.

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- Additionally, it is recommended to periodically check the condition of the tool and compliance with safety regulations, adjusting the measures if new risks arise in the work environment.

3. INSTRUCTION MANUAL

3.1. Aspects to consider in preparation for use

- Keep the work area free of people, animals, and obstacles.
- Check that the rake is in good condition (handle secure, metal head without damage or bent teeth).
- Use the appropriate personal protective equipment (gloves, safety footwear, and glasses if working on rocky ground).
- Work in a clear, firm, stable, and well-lit area.
- Avoid distractions, fatigue, or using the tool under the influence of alcohol, drugs, or medication.
- Keep the tool protected and secure when not in use.

3.2. Aspects to consider during use

- Always maintain a stable and safe posture.
- Hold the handle firmly, using both hands.
- Avoid using the tool with wet hands or on slippery surfaces.
- Use the rake only for dragging, leveling, or collecting materials.
- Do not force the tool or apply more force than necessary.
- Take regular breaks to avoid fatigue and overexertion.
- Stay focused on the task, avoiding distractions.
- Do not leave the rake lying on the ground; always rest it safely.

3.3. Warnings

- The tool is dangerous; improper use may cause accidents and lead to legal responsibilities.
- Keep out of reach of children or untrained individuals.
- Do not use under the influence of alcohol, drugs, or medication.
- Do not use in inadequate visibility conditions.
- Wear safety gloves.
- Wear safety footwear.
- Wear eye protection.
- Keep others out of the work area.
- Consult the instruction manual.

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4. MAINTENANCE AND STORAGE

4.1. Cleaning

- Clean the rake after each use to remove dirt, stones, or material remnants.
- Dry the metal parts thoroughly to prevent corrosion.

4.2. Condition Check

- Check that the metal teeth are not bent or broken.
- Ensure the handle is secure, without splinters, cracks, or looseness.
- Inspect the joint between the handle and head to ensure it is firm.

4.3. Storage

- Store in a dry, clean place, protected from moisture.
- Keep out of reach of children and unauthorized individuals.
- Hang or store on appropriate supports to avoid falls or deformations.
- Do not leave the tool exposed to the elements or in direct contact with wet ground.

4.4. Specific Maintenance

- Inspect and replace handles if they show signs of wear or cracks.
- Replace the head if it is severely deformed or has broken teeth.

4.5. Recycling and Environment

- When the tool is no longer functional, dispose of it according to local waste regulations.
- Properly separate the different materials (metal from the head and wood/plastic from the handle).
- Place the metal components in authorized recycling points.
- Avoid leaving the tool in the natural environment.

5. CONTACT AND SUPPORT

If you have any questions or need further assistance, please feel free to contact our customer service:

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



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