



KCA TOOL BOX TALK: Shoveling By Hand

SHOVELING TIPS:

- Shovel blade edges should be properly shaped and kept sharp
- Handles should be checked for splinters or cracks
- Wearing appropriate PPE including work gloves, work shoes with sturdy soles, hard hat and high visibility vests
- Keep your feet well separated for proper balance and always keep your knees flexed (bend your knees but not your back while shoveling)
- Keep the load close to the body and use the legs to support the weight
- Never twist your body (twisting will only increase the risk of an injury) and step in the direction you are throwing the material
- Stretching before shoveling can help loosen muscles
- Never use shovels as a pry bar or hammer
- Applying water, grease or wax on the shovel blade to help prevent materials from sticking
- Short handle shovels are used for spreading or laying dirt and long handle shovels are used for digging
- The optimal "throw" distance is slightly over three feet; the load should be reduced if the task requires a longer throw and throw height should not exceed approximately four feet
- Use the ball of your foot (not the arch) to press the shovel into dirt, gravel, etc and use a shovel that has a blade with a rolled step on the top part of the blade which helps distribute pressure over the larger area of the foot
- Care should be taken to allow for sufficient rest during shoveling tasks; taking into consideration your health, and the environmental conditions such as heat and humidity
- Use caution when shoveling snow and especially wet snow

Signatures

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Teamwork Improves Safety!

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