



## QUICK GLANCE TOOL REFERENCE

### Flat Shovel:

**Usage:** Edging, weeding, scraping.

Also used like a scoop shovel to pick up debris.



### Round/Pointed Shovel:

**Usage:** Digging, planting, weeding



### Scoop Shovel:

**Usage:** Picking up debris and other loose materials/piles.



### Farmers Hoe:

**Usage:** Weeding, digging/moving soil.



### Hula Hoe:

**Usage:** Push or pull (in a sweeping motion) through soil for weed removal.



### Steel/Flathead Rake:

**Usage:** Cultivating/finishing flowerbeds.  
Working soil, turning over fibar/bark.



### Leaf/Fan Rake (plastic or steel):

**Usage:** To remove clippings, leaves from grass.  
Make piles to be removed.



### Push Broom:

**Usage:** Clear walkways, sidewalks in a pushing motion only.



### Forged Scrapper:

**Usage:** Removal of weeds from sidewalk cracks by using a pushing motion. Can be used to cut grass around tree wells using an up /down motion.



### Shears:

**Usage:** Hedging/trimming bushes and privets.  
Not for branches/twigs, but for the actual leaves/bushes.



### Loppers:

**Usage:** Trimming/cutting/lopping of branches no bigger than the width of your finger. Always cut at an angle.



### Hand Weeders:

Usage: When weeding in small/delicate areas.



### Garbage Grabbers:

Usage: To pick up trash, glass and other debris not to be picked up by hand.



### Handsaw:

Usage: *For Crew Leaders Only.* Used in place of the lopper when the branch/twig is too big. Also used to cut bigger branches off trees or to cut down to size to fit in truck/trailer bin.



### Eye Protection:

Usage: *For Crew Leaders Only.* To be used at all times when using power tools.



### Backpack Blower:

Usage: Used to move debris, like leaves, off of sidewalks, paths, parking lots and grass. Protective eye wear and ear plugs must be worn when using this tool. One gallon gasoline containers will be mixed with power blend oil for use in this tool. (L&L Coordinator will have these pre-mixed for you before use).



## **Handheld Leaf Blower:**

**Usage:** This blower is also used to move debris/leaves off of sidewalks, paths, parking lots and grass. Protective eye wear and ear plugs must be worn when using this tool. One gallon gasoline containers will be mixed with power blend oil for use in this tool. (L&L Coordinator will have these pre-mixed for you before use).



**String Trimmer:** The string trimmer, or weed whacker, is used to weed, trim or edge grass. Protective eye wear and ear plugs must be worn when using this tool. One gallon gasoline containers will be mixed with power blend oil for use in this tool. (L&L Coordinator will have these pre-mixed for you before use)



## **When working with tools, ALWAYS:**

- Use both hands
- Wear protective gloves at all times
- Make sure you are using the right tool for the job
- Refer to this reference guide and your supervisor for any questions