

HSG TOOLS AND SUPPLIES

Home Sown Gardens Training

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- Safe use of hand tools, OSHA
- Safe storage of tools on job site
 - Long handled tools
 - Small tools
 - When it's raining
- Pro tips

Pro Tips!



Contents

- Tools
 - Name
 - Use
 - Location
- Supplies
 - Name
 - Use
 - Location





WALL STORAGE

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Pointy Shovels (Long and Short)

What We Use Them For

- Digging holes
- Removing plants
- Splitting plants

Where They Live

Short- Lower hook front of truck

Long- Upper Hook front of truck



Flat Shovel (Long and Short)

What We Use Them For

- Edging
- Splitting plants

Where They Live

- Short- Lower hooks in front of truck
- Long- Upper hooks in front of truck



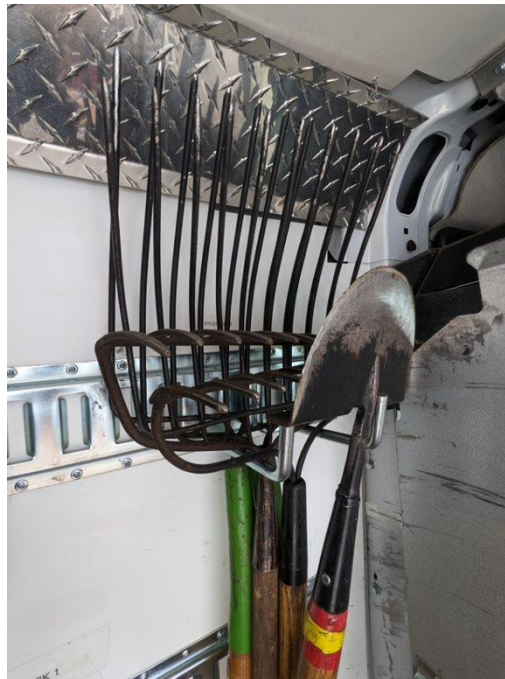
Edger

What We Use It For

- Cutting soil from edge of grass and edge of garden

Where It Lives

- Lower hook in front of truck, or edge end up on upper hook with pitchforks and hard rakes
- Variations: flat edge, long or short handle
- Safe use:





Shears

What We Use It For

- Cutting back soft material plants (Grasses, Hosta, Day Lilies, Etc.)

Where They Live

- Lower Hook in front of Truck

Loppers

What We Use Them For

- Pruning any branch that is between $\frac{1}{2}$ - $1\frac{1}{2}$ inches wide

Where They Live

- Lower Hook In Front Of Truck





Scoop Shovel

What We Use Them For

- Loading wheelbarrows with mulch



Caution
while
shovelling!

Plastic Rake

What We Use It For

- Gathering debris we blew out from beds
- Polishing edge of gardens
- Cleaning and fluffing tough groundcovers
- Removing debris from evergreens

Where They Live

- Upper hooks in front of trucks





Pitchfork

What We Use Them For

- Removing mulch from trailer
- Transporting straw from trailer to destination
- Removing debris from trailer

Where They Live

- Hanging on hook in front of truck
- Safety: tines curving down when lying down



Hard Rake

What we use them for

- Spreading mulch
- Smoothing out soil/Leveling out ground

Where they live

- Hanging from hook in front of truck
- Safety:
 - Tines point down when lying down



Mattock

What We Use It For

- Removing plants, stumps, other hard to get things
- Removing Edging
- Making thick edge
- Digging Holes
- The wonder tool that will get it done.

Where It Lives

- On lower hook in front of truck

Wall Storage Area

- Secure all wall-hanging tools with a bungee before driving.
- Refer to labels on the wall to confirm locations of tools when stowing. Each truck is slightly different.
- Rotate all cutting tools used to the back when stowing after a job, so then they are worn evenly.



FLOOR STORAGE





Bucket

What We Use Them For

- Put debris in when weeding
- Transporter of water
- Detail mulching
- Place to sit during lunch
- Cover a sprinkler head when the irrigation system kicks on the in middle of maintenance
- More than you could imagine

Where It Lives

- Front of truck on floor.

NEVER stack
wet buckets!



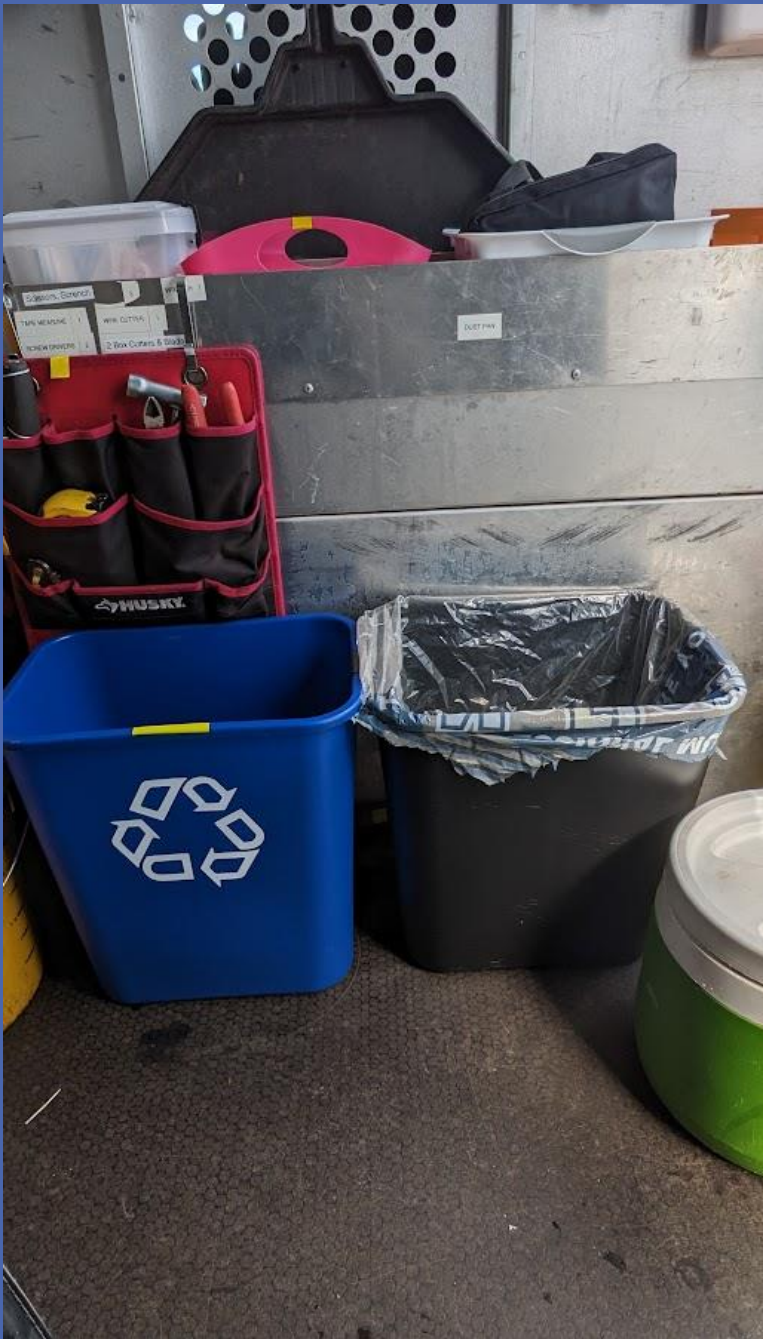
Orange Cones

What We Use Them For

- Must be put out when we are parked on street. One at the front edge of van and one in back edge of trailer that are closest to street.

Where They Live

- Front of trailer closest to van



Trash & Recycling

What We Use Them For

- Disposing of small trash and recyclables
- Use empty soil or mulch bags, if possible, for trash
- Empty them every morning, as needed

Where They Live

- Secured to the outside of the drawer at the front of the cargo area



DRAWER STORAGE

Personal Tools



Tools of the trade – provided by HSG

- Crew – pruners, trowel, pouch
- Leads – same + saw
- Always have on your person!
- Tool Policy
 - You maintain daily (lubricate, tighten, clean, etc.)
 - We maintain long-term (new blades/parts, sharpen, etc.)
 - You replace if lost



Use the cutting edge for splitting small plants, cutting through landscape fabric, etc

Trowel

What We Use Them For

- Digging out weeds
- Digging small holes
- Cutting edges
- Lifting sunken pavers/edgers
- Sliding along cracks in pavement

Where They Live

- We will each receive one of our own for the season
- Extras- In the back of the bottom drawer



Pruners

What We Use Them For

- Cutting/Pruning branches under ½ inch
- Cutting herbaceous plants back (Dead Leafing, Pinching, Dead heading)

Where They Live

- We will each receive one of our own for the season
- Extras- In the back of the bottom drawer

Maintenance

- Tightening bolts
 - Use the pruner key on the truck key ring
 - Use the wrench in the hanging tool pouch for the main bolt
- Lubricate at the end of every workday
- Clean after each job site

Keep
closed
when not in
use



Claw

What We Use Them For

- Cleaning out grasses
- Combing through thick roots
- Weeding of gravel or loose rock mulch

Where They Live

- In the back of the bottom drawer

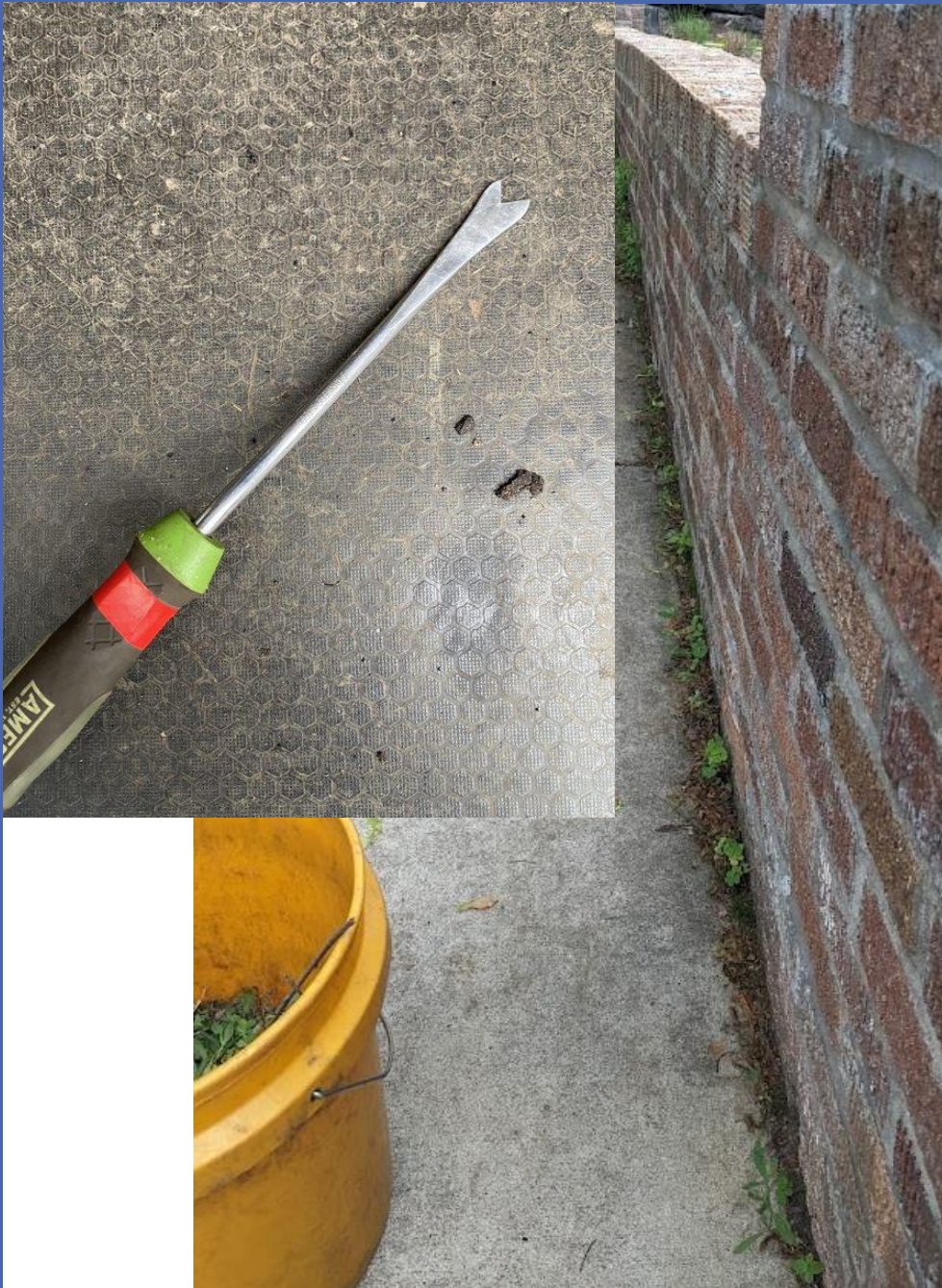
Dandelion Digger

What We Use Them For

- Clearing cracks or paver gaps that are too tight for your trowel

Where They Live

- In the back of the bottom drawer with claws, etc



Knee Pads

What We Use Them For

- To protect our knees!

Where They Live

- Bucket in bottom drawer
- Bring them in with gloves and rags as needed for washing
 - Be sure to knock excess debris off before putting them in the laundry





Gloves!

What We Use Them For

- Protecting our hands

Where They Live

- Truck – in a bin in the drawer, sort dirty from clean
- In 101 – bin the back room, put dirty in laundry bin below the work table in 101

Maintenance

- When done for the day, remove hand warmers, put singly in the dirty glove bag, don't pair them or put them inside out
- If one gets a hole, throw just that one away
- Pay attention to sizes when pairing

Rags

What We Use Them For

- Cleaning tools
- Wiping up messes

Where They Live

- Folded in the bin at the front of the drawer
- Extras in 101
- Dirty get put in laundry bag and brought in every day



Saws

What We Use Them For

- Cutting wood, based on the diameter of what is being cut.
- Multiple types and sizes of saws
 - Bow saw is the **ONLY** one allowed to be used on rootballs/anything that isn't exclusively wood material

Where They Live

- Top of drawer closest to door

Keep
closed
when not in
use





Wire brush

What We Use It For

- Cleaning debris off of tools
- Flossing our teeth

Where They Live

- Top of drawer closest to door, with saws, etc.

Hatchet

- **What We Use It For**
 - Opening up stumps for adding Stump Out
 - Cutting through root systems when removing trees/shrubs
- **Where It Lives**
 - Top drawer



Mallet

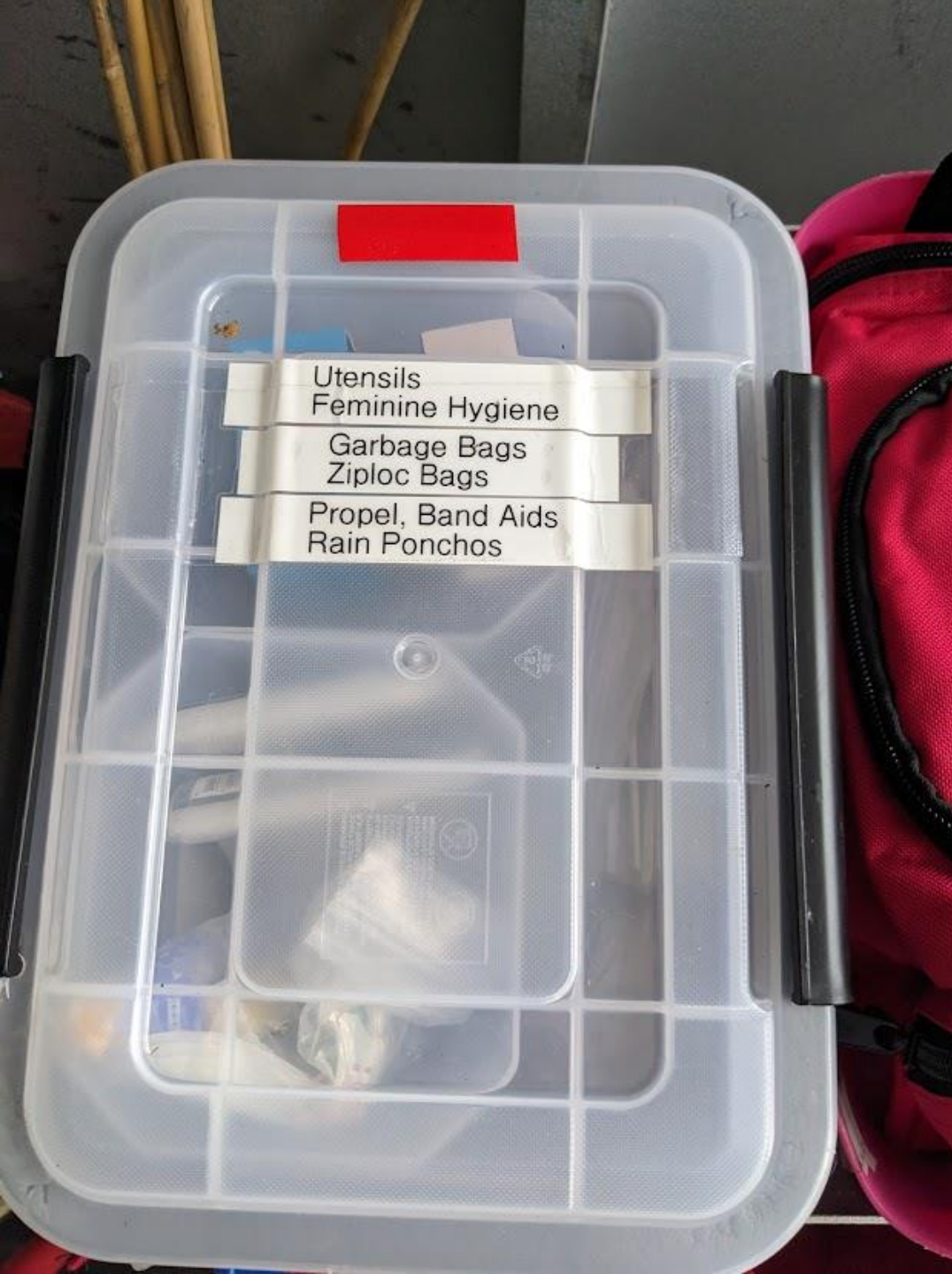
- **What We Use It For**
 - Straightening out support poles
 - Reinstalling hardscape edging when lifting
- **Where It Lives**
 - Top drawer



Top of Drawers



- First Aid Kit
- Tissues
- Hand/Toe Warmers



Top of Drawers

- Plastic utensils for lunches
- Feminine Hygiene products
- Garbage bags (use mulch or soil bags if you have them available)
- Ziploc bags
- Propel (for back up, when needed)
- Band-aids
- Rain Ponchos (for emergency use)

Lysol Cleaner

- **What We Use It For**
 - Cleaning Tools

- **Where It Lives**
 - Top of the drawer unit



Spray Lubricant

- **What We Use It For**
 - Maintaining things with metal hinges
 - Pruners, loppers, shears, saws
 - Trailer gate hinges and pins
 - Hitch coupler, wheel jack
 - Wheelbarrow axels
 - Preventing rust
- **Where It Lives**
 - Top of the drawer unit

After wiping off excess lubricant from pruners, saws, etc, use the same rag to wipe it on to shovels to prevent rust.



Dust Pan

What We Use It For

- Collecting debris when sweeping

Where It Lives

- Top of drawer closest to door, tucked against the back wall of the cab.



Rose Gloves/Gauntlets

What We Use Them For

- Protecting hands/arms when dealing with roses, barberry, other thorny plants

Where They Live

- Hanging from a magnet attached to the inside of the cargo area



Eye Wash Station

- Inside wall of cargo area
- Use for flushing debris, chemicals, etc. out of eyes
- Check for damage to bottles, caps, etc. to keep them sanitary
- Replace when opened.

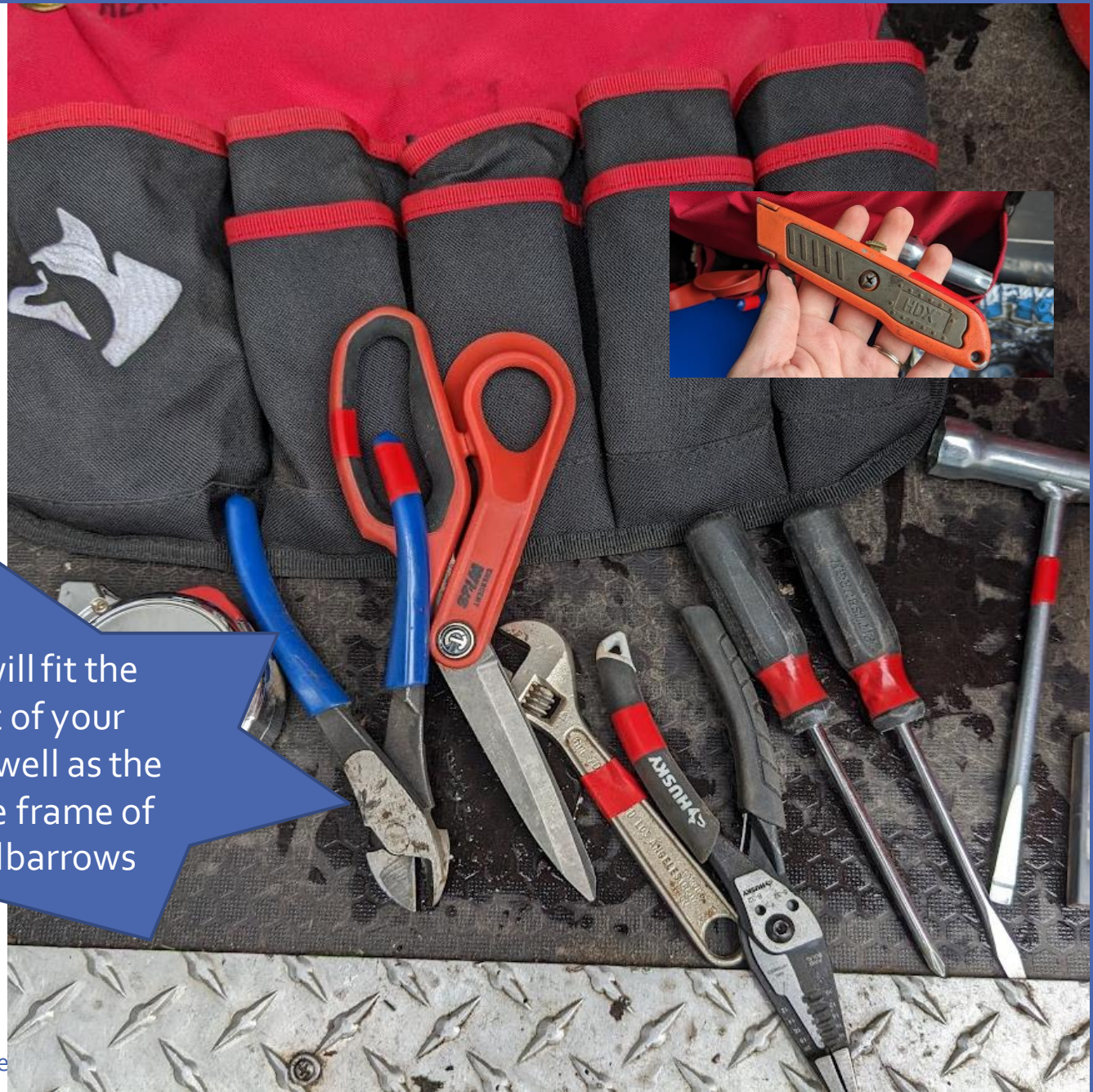


Hanging Tool Pouch

- Flathead screwdriver
- Phillips head screwdriver
- Utility Scissors
- Utility Knife, replacement blades
- Wire snips
- Needle Nose Pliers
- Tape Measure
- Wrench
- Srench (Screwdriver/Wrench for chainsaw maintenance)

Wrench will fit the large nut of your pruners as well as the nuts on the frame of the wheelbarrows

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SHELVES STORAGE



Pop-Ups

What we use them for

- Vessel to transport debris to trailer, tarp, debris pile.
- Carrier of tarps and water bottles

Where they live in truck

- Folded up on hook, middle shelves

Maintenance

- If they tear or the wire pops out, use Gorilla Tape from the locker shelves to repair.



Critical Thinking:

- Not for carrying hand tools around jobsite
- Fill by weight, not volume
- Team lift, do not drag
- Use both handles to carry
- If a buckle breaks, loop handles through each other to hang on hook

Hose and Nozzle

What We Use It For

- Watering new plantings
- Watering existing plants that are struggling

Where It Lives

- Bin on middle right shelf

Do not use without nozzle attached.



Do not drag hose across pavement.



Hand tighten to spigot, don't go nuts.



Brooms

What We Use Them For

- Polishing sidewalks, driveways, etc. When client doesn't want us to use blower
- Cleaning up mulch under trailer
- Cleaning out trucks

Where They Live

- Hook on outside of locker



Pole Saw

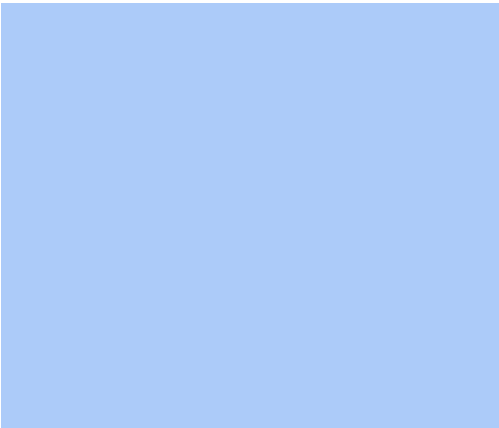
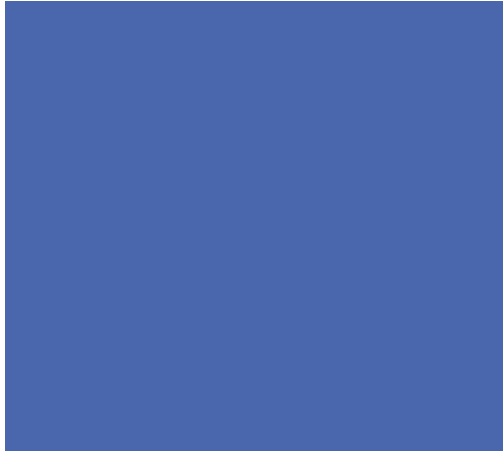
What We Use Them For

- Removing hard to reach branches

Where It Lives

- Top shelf on left

When adjusting the blade, set the pole saw down and do it on a flat surface.





Wheel chocks

What We Use Them For

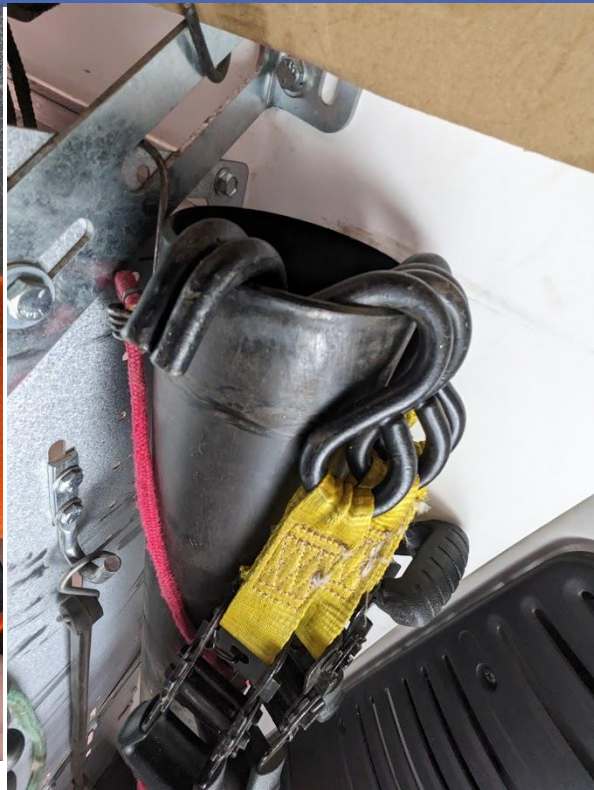
- Chocking wheels of the trailer when unhitched from the truck

Where They Live

- On the lowest shelf, or tucked into the back corner behind the shelves.

Step Ladder





Ratchet Straps

What We Use Them For

- Load securement

Where They Live

- Fishing rod case inside back door
- Straps are tucked inside the case, hooked on the top edge
- Ratchets hang out the outside of the case



Bungee Cords

What We Use Them For

- Securing things inside the truck
- Securing edges of tarps to prevent flapping/loss of soft debris like leaves from edges of trailer

Where They Live

- Hook on back of shelves, access via back door.

Debris Bags

What We Use Them For

- Holding debris
- “tiny tarp” – making a spot to lay out plant splits
- Prize bags!

Where They Live

- New – in a bin on the floor
- Used – folded and tucked onto shelves



Not for load
securement, only
to prevent loose
debris from being
blown out

Trailer Cover

What We Use It For

- Covering loads per DOT
 - Bagged debris
 - Loose debris
 - Bulk mulch, topsoil, compost

Where It Lives

- Lower left shelf in back of truck
 - Accessible from back door without having to climb into truck



Tarps

What We Use Them For

- Collecting debris
- Lining the trailer for bulk debris
- Holding plant splits during projects
- Protecting debris bags from rain.

Where They Live

- Folded on the shelf

SUPPLIES





Slow Release/Controlled Release All-Purpose Fertilizer

When We Use It

- When planting new perennials, shrubs, and trees
- When existing perennials, shrubs and trees are struggling and need a boost
- Looks like little Dippin' Dots
- Granular, round pellets

Where It Lives

- Truck- Top Shelf in the back of truck
- 101- Back room on wooden shelf



Quick Release/Water Soluble All-Purpose Fertilizer

What We Use It for

- Annuals! Put near base of plants and put water on right after. Make sure there is a water source before putting fertilizer on bases.
- Powder; looks like Jell-o or Kool-aid

Where It Lives

- Truck- Top Shelf in the back of truck
- 101- Back room on wooden shelf



Rose Food Fertilizer

What We Use It For

- Give Roses a little extra boost to continue blooming throughout the whole season

Where It Lives

- Truck- Top Shelf in the back of truck
- 101- Back room on wooden shelf



Slow Release/Controlled Release Acidic Fertilizer

What We Use It For

- When planting new Evergreens and other acidic loving plants such as Azaleas, Rhododendron, Hydrangea macrophylla
- When existing, acid loving plants are struggling and need a boost
- Looks like little Dippin' Dots
- Granular, round pellets

Where It Lives

- Truck- Top Shelf in the back of truck
- 101- Back room on wooden shelf





Quick Release/Water Soluble Acidic Fertilizer

What We Use It For

- When we want to change *Hydrangea macrophylla* blooms blue

Where It Lives

- Truck- Top Shelf in the back of truck
- 101- Back room on wooden shelf



Bulb Food

What We Use It For

- When planting new bulbs

Where it Lives

- Truck- Top Shelf in the back of truck
- 101- Back room on wooden shelf



Bagged Compost


What We Use It For

- When planting new plants or splits of plants.

Where it Lives

- Front of Trailer – 2-3 unopened bags everyday!
- Sanctuary – pallet next to shed

If picking up mulch at Gertens, bring bags into the truck, and put them back in the trailer at the end of the day!



If picking up mulch at Gertens, bring bags into the truck, and put them back in the trailer at the end of the day!

Bagged Topsoil

What We Use It For

- Filling in holes, low spots, leveling stepping stones, etc

Where it Lives

- Front of trailer – 2-3 unopened bags everyday!
- Sanctuary – on a pallet next to the shed

Plant Supports

What We Use Them For

- Support of plants
 - Peony that flop open
 - Individual Lilies or other single stalk tall plants

Where They Live

- In a bucket at the front of the cargo area



Flags

What We Use Them For

- Marking specific things for client reference, future reference
 - Plants that need watering
 - Cuts in landscape lighting
 - Bee nests
 - Dog poop

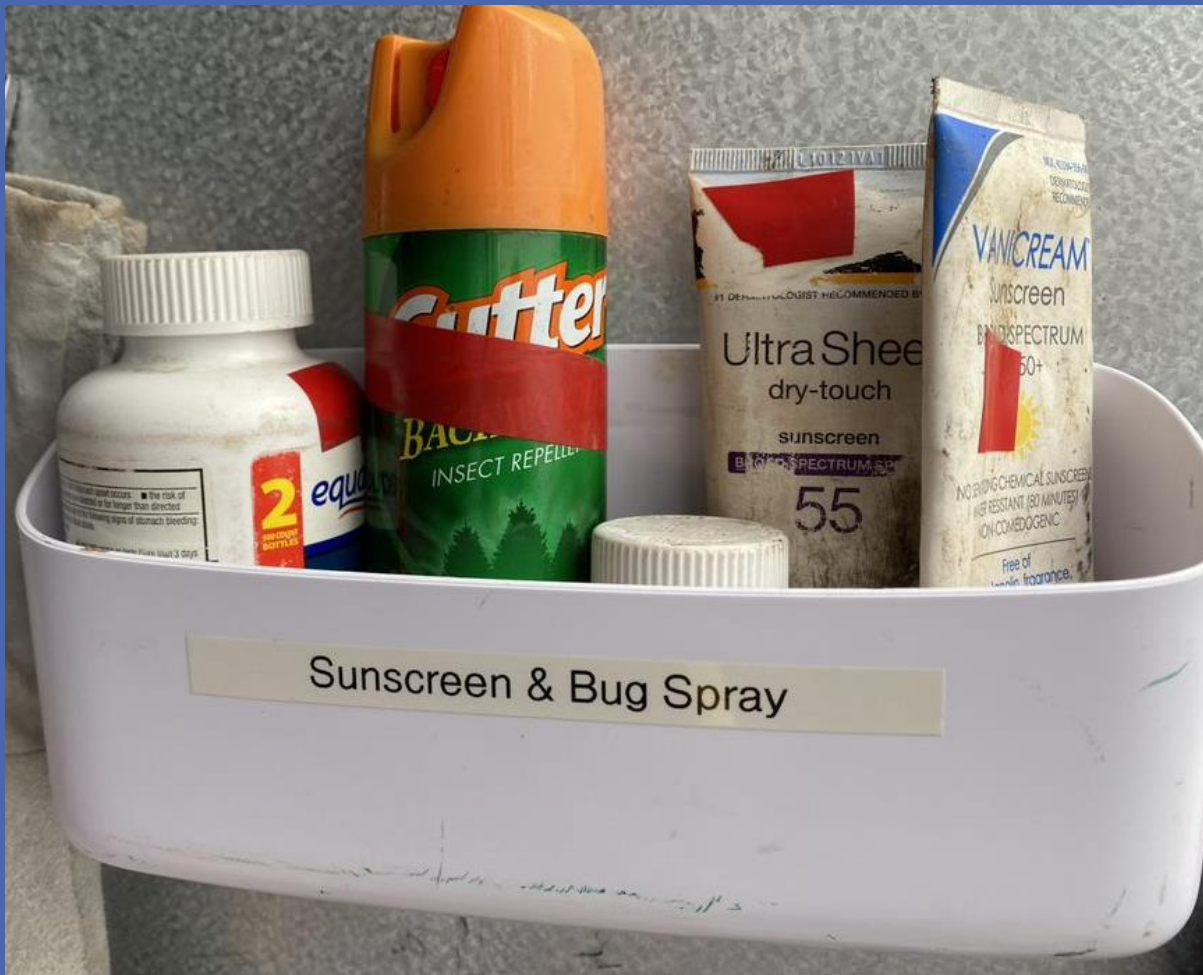
Where They Live

- In a bucket at the front of the cargo area



PERSONAL CARE SUPPLIES





Bugspray, Sunscreen, Ibuprofen, Benadryl





WISE USE OF HAND TOOLS

Using Hand Tools

- Tools make our work easier and safer
- Professional tools, Professional results
- Unsafe versus unwise
- Properly stored = easy to find
 - Return things to their correct location, even if you weren't the one who moved it in the first place.



Proper Maintenance

- Store clean & dry, within reason
- When tightening bolts, do not over tighten
- Crew responsible for basic maintenance
 - Tightening bolts
 - Repairing tears in popups, tarps
 - Lubricating moving things
 - Trailer hinges
 - Wheelbarrow wheels
 - Pruner, shear, lopper



Long handled tools

- When not in use, lay tools out on the ground (sharp side down if possible)
 - Don't lean against truck or trailer
 - Keep away from paths, sidewalks, driveways, etc.
- Grip handle in two places
- Use even force through both hands



Short handled hand tools

- When not in use, use an extra bucket or sled to transport
 - Don't put in popup, may get lost



General Safety

- If something seems off, stop
 - Creaking sound
 - Cracking sound
 - Visible damage
- Use the correct tool for the job
- Change tools if inefficient



The Rain in Spain

