

9010 – Ergonomic Worksite Tips



GOAL – “To improve office set-up for optimal health and a lowered incidence of work-related injury”.

“An unhealthy workstation is a means for injury”.

- Poor posture
- Poor desk set-up
- Overuse (repetitive strain)
- Insufficient rest/breaks

Leads to...

- Eye strain
- Back pain
- Headaches
- Neck pain
- Hand/finger numbness, tingling

“A healthy workstation provides comfort and pain-free work hours”.



MONITOR

- top of monitor level with eyes

KEYBOARD

- centered in front of you (key B is directly in front of you)
- negative slope (wrists free of surface pressure contact)

MOUSE

- close to your body
- whole arm movements (move mouse with shoulder, not wrist)

CHAIR

- should be able to adjust height (up and down)
- should have 5 wheels
- should have feet flat on floor

90° - 100° rule

- elbows, hips, knees, ankles
- change positions frequently

BREAKS

- every 60 mins take a break!
- get up and walk around the office
- every 20 mins, look away from the screen for 20 secs

