



Texas State Technical College

Harlingen

ERGONOMIC SOLUTIONS

Designing The Workplace To
Best Protect The Health And
Safety Of Employees

SOME ERGONOMIC HAZARDS

- ◆ Repetitive Motion, Static Pressure, Poor Posture, Force, Stress, Unstable Position, Awkward Position, Lifting, Twisting, Lighting, Vibrations



SOME ERGONOMIC HAZARDS

- ◆ Pressure, Joint Or Muscle Deviation, Carrying, Air Quality, Uncomfortable Temperatures, Unstable Positions, Chemicals, Sharp Objects, Extended Exertion Time, Etc.



ERGONOMIC AIDS

- ◆ Adjust Chair To Fit The User
- ◆ Adjust Height And Position Of Keyboard
- ◆ Adjust Desk Or Table To Fit Employee



ERGONOMIC AIDS

- ◆ Use Footrest For Dangling Feet
- ◆ Use Footrail Or Footstool For Standing Workers
- ◆ Adjust Tilt and Curvature Of Keyboard To Match Natural Hand Position



ERGONOMIC AIDS

- ◆ Adjust Height Of Work Surface For Standing Workers
- ◆ Place Most Used Task Materials Within Nearest Reach Zone
- ◆ Prioritize Materials According To Reach Zones



ERGONOMIC AIDS

- ◆ Improve Housekeeping, Eliminate Clutter
- ◆ Organize Storage Areas To Minimize Hazardous Lifting
- ◆ Avoid Leaving Items On Work Area Floor, Not Even Temporarily



ERGONOMIC AIDS

- ◆ Minimize Static Lifting, Especially Upward
- ◆ Organize Work And Work Area To Avoid Awkward Postures
- ◆ Request Help With Heavy, Bulky, Or Awkward Lifting Tasks



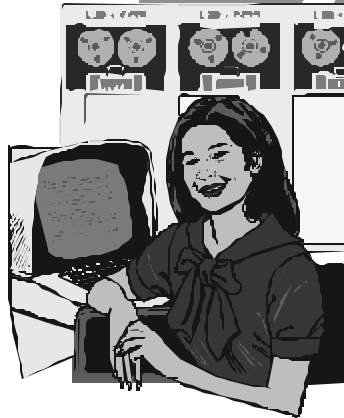
ERGONOMIC AIDS

- ◆ Remove Obstructions To Passageways And Storage Access
- ◆ Provide Regular Equipment Checks And Maintenance. Repair Or Replace As Needed



ERGONOMIC AIDS

- ◆ Assure Work Processes Are The Least Strenuous And Stressful
- ◆ Assure The Most Natural Body Positions Are Being Used
- ◆ Take And Properly Use Rest Breaks



ERGONOMIC AIDS

- ◆ Dilute Exposure To Strenuous And Stressful Tasks. The Greater The Exposure, The Greater The Dilution
- ◆ Do Not Rest Wrists On Sharp Or Hard Edges



ERGONOMIC AIDS

- ◆ Place Mouse Within Easy Reach With No Hindrances To Use
- ◆ Blow Dust From Mouse Ball Cavity Wash Ball With Mild Soap And Water
- ◆ Top Of VDT Should Be No Higher Than Eye Level





ERGONOMIC AIDS

- ◆ Use “Soft-Touch” When Keyboarding
- ◆ Locate VDT To Minimize Glare
- ◆ Use Screen Hoods Or Glare Guards To Minimize Glare

ERGONOMIC AIDS

- ◆ Keep VDT Screen Clean And Free From Dust
- ◆ Reduce Excessive Light, Especially For Computer Work
- ◆ Do Not Cradle The Phone On The Shoulder



ERGONOMIC AIDS

- ◆ Organize Work And Area To Minimize Bending And Squatting
- ◆ Plan Work To Break Up Extended Periods Of Repetitive Motion Tasks
- ◆ Limit Excessive Exposure Duration To Vibrations



ERGONOMOMIC AIDS

- ◆ Minimize Work And Use PPE In Extreme Temperatures
- ◆ Report Hazards And Hazardous Situations To Your Supervisor
- ◆ Eliminate ALL Fall Hazards (Slips & Trips)



ERGONOMIC AIDS

- ◆ Take Health And Safety Seriously, On The Job And Away
- ◆ Know Safe Processes And Procedures
- ◆ Be A Health And Safety Role Model For Others To Follow

