



Rutherford County Safety Training

Ergonomics



Course Outline:

Objectives:

- Define ergonomics and its benefits
- Identify hazards of improper ergonomics
- Understand the three main risk factors
- Know how to reduce risk factors
- Suggest ergonomic solutions

Assessment

- *5 question quiz*





What is Ergonomics?

The science and practice of designing jobs and workplaces to match the capabilities and limitations of the human body

Ergonomics means:

“designing the job equipment to fit the worker, as opposed to the worker fitting the job equipment ”



What are the Benefits?

Ideally, Ergonomics.....

- Makes the job safer by preventing injury and illness
- Makes the job easier by adjusting the job equipment to the worker
- Makes the job more pleasant by reducing physical and mental stress



Ergonomic Hazards

Work-Related **M**usculo **S**keletal **D**isorders (WMSD)

- Frequent or awkward lifting of objects, loads, etc.
- Pushing, pulling or carrying loads
- Working in awkward postures

Office Ergonomics

- Chair height
- Desk configuration



The Main Risk Factors

Time Frame

- Duration of exposure

Frequency

- How often the exposure is repeated

Intensity

- Amount of force required to perform task





General Ergonomics

Reduce Risk with Low Work:

- Raise and/or tilt the work for better access
- Use a stool for ground level work
- Alternate between bending, kneeling, sitting and squatting



General Ergonomics

Reduce Risk with Over Head (High) Work:

- Use an elevated work platform or rolling stairs
- Use tools with longer handles
- Limit overhead storage to infrequently used items
- Bring work down to a more comfortable level and tilt for easier access



General Ergonomics

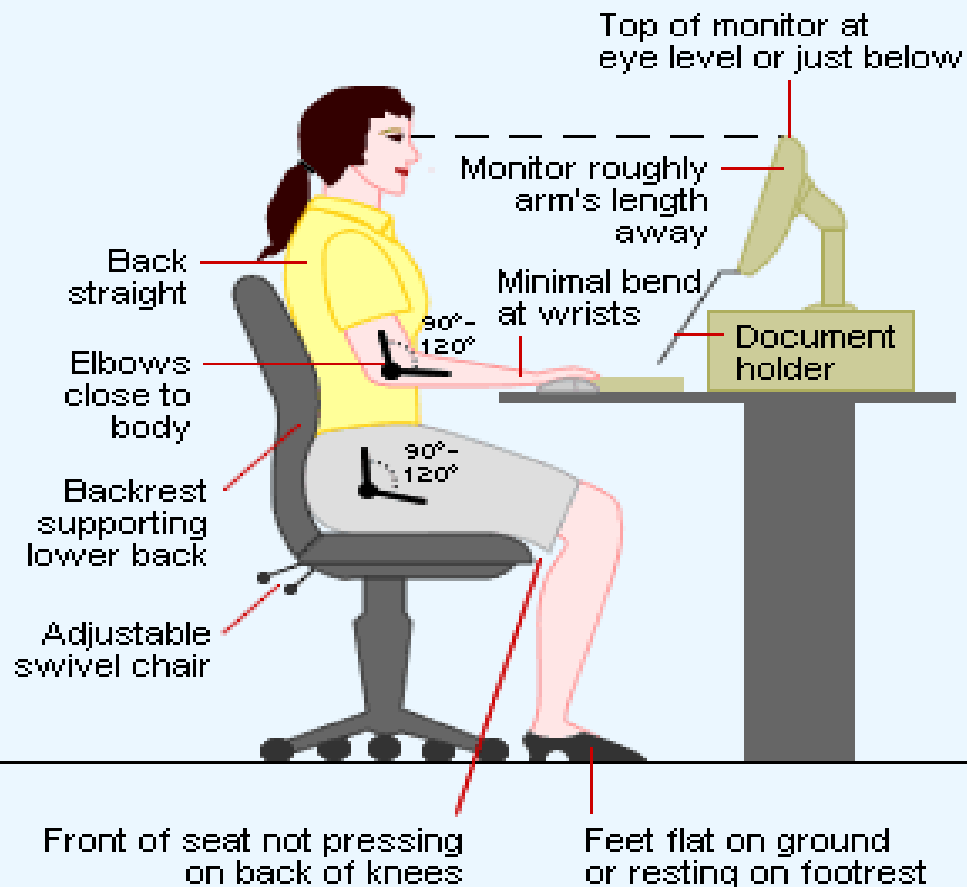
Reduce Risk with Repetitive Motion Work:

- Avoid repetitive movements in awkward positions
- Take frequent breaks from intense repetitive work
- Stretch before and after repetitive tasks
- Alternate positions or work stations with co-workers
- Alternate arm and hand usage or reverse motions



Office Ergonomics

Workstation ergonomics: ideal set-up





Risk Factors at the Office

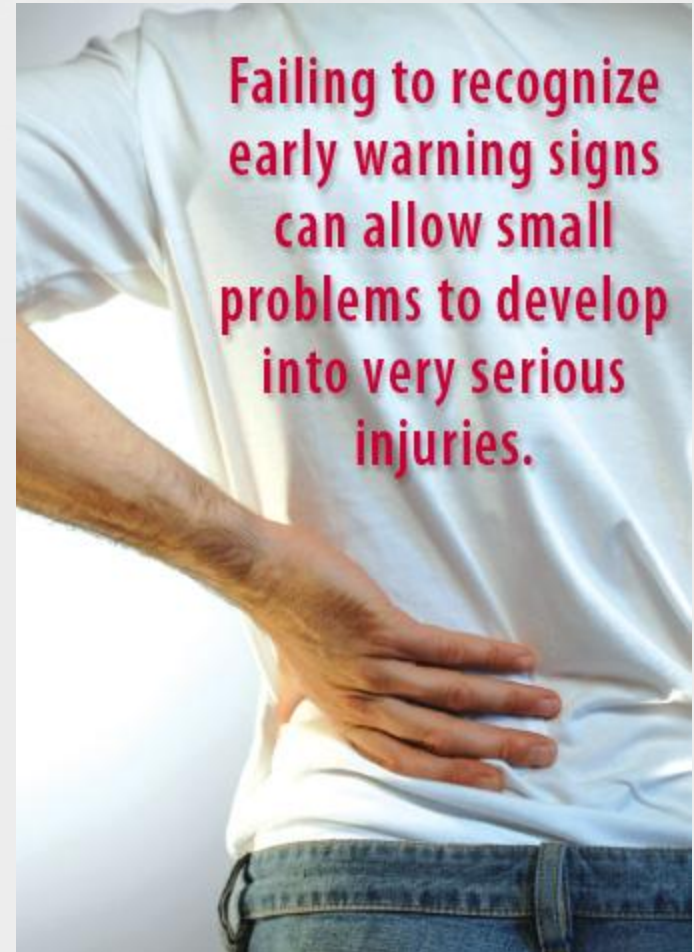
- Leaning forward at your desk
- Typing with wrists at odd angle
- Raising shoulders while typing
- Reaching to use mouse
- Twisting neck to look at monitor or phone
- Lifting objects from below waist or above shoulders





Some Warning Signs

- Discomfort
- Pain
- Numbness
- Tingling
- Tightness, loss of flexibility
- Swelling





Your Responsibility

- Evaluate your work area and daily tasks
- Come up with solutions
- Work with solutions
- Take part in Training
- Take responsibility; Good Posture & Stretching
- Help to ensure efforts are successful





5 Points to Remember

1. Ergonomics can help improve your job
2. WMSD can happen in any work environment
3. Reduce risk factors to prevent WMSD
4. Reporting symptoms early is important!!
5. Implement ergonomics in your workplace



Safety Training Contact

For answers to questions, interactive discussion or other information related to *Ergonomics*, please contact:

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Quiz

Click on the link below to take a 5-Question Quiz.

<https://secure.rutherfordcountyttn.gov/ergonomics/>

Once you have linked to the quiz, please enter your Social Security Number at the top. You will need to enter it according to the example shown (ex. 999-99-9999 with hyphens included).

Once finished with the questions, please click the submit button and your training will be recorded.

Note: It takes 90 days for newly hired employees to be loaded to the training database. In this case print out the quiz and submit to your supervisor or safety training point of contact.