ERGONOMICS PROGRAM

Introduction
The purpose of this program is to address and correct ergonomic challenges in the university workplace. Ergonomics is the study of the relationship of human interaction (limitations) with equipment, tools or tasks in the workplace that could cause injury. Workers whose jobs require a major portion of their time to use repetitive motions with very few breaks, or excessive reaching, bending, lifting of heavy objects, using continuous force, working with vibrating equipment for extended periods of time without breaks may be a higher risk of developing a musculoskeletal disorder (MSD).

Goal
The goal is to help design / modify / adapt the workplace environment to accommodate the worker to reduce or prevent work related musculoskeletal disorders (MSD). To educate our workforce on ergonomic risk factors and prevention techniques.

Program Components

- Contact Safety Office (1677) to report job related ergonomic stresses
- Safety Office will
  - provide for a workplace ergonomic assessment to identify potential risk factors
  - if necessary, provide a report of assessment with recommendations for corrective actions to modify the workplace, equipment, task, to reduce or control the risk factors associated with ergonomic stress/disorders
  - refer employee to Human Resources to initiate medical assistance (workers compensation case) where a direct job related task caused an injury
  - provide ergonomic education/information to affected workforce to help prevent job related ergonomic stresses

For chair selection and seating related issues refer to attached seating guidelines.
SU Chair Selection - Seating Guidelines

The standard chair for university purchase is the Herman Miller Equa chair
(to assure proper maintenance service, warranty claims, repair parts, etc)

See AVP for Facilities (Bob Mathis) to discuss needs and funding.

The Herman Miller Equa chair offers the following choices:
Small - A
Medium - B
Large – C

Standard armrests
Adjustable and articulating armrests option
Lower lumbar support option

We recommend trying out an A, B, C from a coworker to be sure the chair fits properly prior to ordering.

Summary Chair Sizing Guide:
< 5’ 4” .................. A - small
> 5’ 5” .... < 5’ 11” B - medium
> 5’ 10” ............... C - large

Exception to Herman Miller Equa Chair –

- for individuals that do not meet the Herman Miller chair sizing chart criteria and have significant back pain that appears correlated to extended chair use (medical intervention), we will offer a second line of chairs to properly fit these individuals. Contact Safety Office for a review.