

ERGONOMIC CHECK-LIST

(Location, Address and Date)

OK Not OK

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1. Seat Pan Elevation		
2. Seat Pan Slope		
3. Seat Pan Length		
4. Arm Rest Elevation		
5. Keyboard Elevation		
6. Monitor Elevation		
7. Document Holder Elevation		
8. Lumbar Support Elevation		
9. Mouse Position		
10. Correct Back Posture		
11. Extended Elbows		
12. Bent Wrists (Wrist Support)		
13. Tilted Head		
14. Bifocal Eye Glasses		
15. Extended Reaches		
16. Cradled Telephone		
17. Foot Rests		
18. Chair Clearance		
21. Work Surface Lighting		
22. Work Surface Height		
23. Chair - Five Legs		
24. Screen Glare		
25. Frequent Breaks (Recovery Time)		
26. Exercises (Computerized)		
27. Varied Work Tasks		
28. Eye Strain		
31. Repetitive Motions		
32. Heavy Lifts		
33. Proper Lifts		
34. Twisting		
35. Carrying Objects		
36. Keep Objects Close		
37. Bent Back		
38. Static Work		

42. Mechanical Assists		
43. Dolly		
44. Standing Posture		
45. Foot rests		
46. Reaching		
47. Elbows Above Mid Torso		
48. Hands Above Shoulders		
49. Excessive Forces		
50. Arm Deviation (Twisting)		
51. Vibration		
52. Temperature		
53. Proper Tool Grip		
54. Heavy Tools		
55. Noise		
56. Clothing		
57.		
58.		
59.		
60. Stress		

CORRECTIVE ACTIONS & DATES:
