

What is Ergonomics?

Ergonomics is the study of individuals in their work environment and ensuring that their work station and work tasks are set up to fit the needs of their body.

What is the Purpose of Ergonomics?

The main purpose of ergonomics is to design a work station and/or modify work (equipment or tasks) to fit an individual's body.



An example of an individual who works at a desk and computer all day; would be adjusting a chair to ensure it provides proper support to an individual while seated at their desk. This includes, assessing back height, back support, chair height, and if it is fully adjustable to meet the needs of the individual.



An example of an employee who works in a more physically demanding job may be provided equipment that meets the needs of that individual's body type. A caretaker who is short in stature would require a mop or broom that is shorter in height to ensure they are using proper ergonomics while working.

What are the main Ergonomic Risk Factors?

Repetition - repeated neck movement to view a screen that is too far to your left or right

Awkward Posture - holding an awkward posture for too long, for example, holding your wrists up while typing or leaning forward in your chair to view your monitor

Forceful Motion - pushing or pulling a cart that has too much weight on it

Stationary Position - sitting in one position for too long

Direct Pressure - sitting in a chair that has a seat pan that is too long for your body and the front of the seat puts direct pressure on the back of your knees or legs

Vibration - handling tools that have a high vibration frequency for too long

Extreme Temperature - working in extremes of cold or heat for too long

Noise Levels - working in an environment or around machinery that has a high noise level and not wearing proper safety equipment

Work Stress - work tasks that are too demanding; last minute deadlines that are out of the ordinary or not being able to manage job tasks due to the high level of work demands

Signs you may have an ergonomic related injury

- pain which may be dull and aching, sharp and stabbing burning sensation
- tingling, numbness, swelling, inflammation and stiffness
- muscle weakness or soreness



If you begin to experience pain, do **not** ignore it, especially if you think it is work related! If you can identify that your pain did not happen outside of work, and that it might be related to your work; you need to let your supervisor know immediately. You may also need to complete an **Incident Report** available on our website [here](#).

Be proactive in contacting your treatment provider and seeking advice on treatment options.

Practice Good Ergonomics! Stretch and walk around regularly or switch positions from sitting to standing every 45 - 60 minutes.



If you are new employee to the University of Regina, speak to your supervisor and schedule an ergonomic assessment as soon as you start to ensure that your work station fits the needs of your individual body.

If you have been on campus for some time and have never had an ergonomic assessment, speak to your supervisor and book your ergonomic assessment now!


How to Schedule an Ergonomic Assessment


To schedule an ergonomic assessment of your work station or to discuss work tasks and how they can be improved to fit the needs of your body, please visit the Healthy Workplace Advisor tab on the Health, Safety & Wellness web page [here](#).

Instructions are provided on completing the *Self-Assessment Checklist* and how to contact me to book your work station assessment today!

Having a work station that is ergonomically correct will help you improve your productivity!



Feel free to print this [Healthy Workstation Guidelines sheet](#)  (182 KB) and keep at your desk for a better understanding of what a healthy workstation should look like.

For a printable version of February's Safety Share, click [here](#)  (502 KB)

See you soon!

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