

ERGONOMIC SEATING EVALUATION FORM

Evaluator Name: _____	Manufacturer: _____	Manufacturer: _____	Manufacturer: _____	Manufacturer: _____	Manufacturer: _____
Title: _____	Model#: _____	Model#: _____	Model#: _____	Model#: _____	Model#: _____
Date: _____					
EVALUATION CRITERIA	MARKS OUT OF 5	MARKS OUT OF 5	MARKS OUT OF 5	MARKS OUT OF 5	MARKS OUT OF 5
A. Chair Features	No (1) or Yes (5)	No (1) or Yes (5)	No (1) or Yes (5)	No (1) or Yes (5)	No (1) or Yes (5)
1. Seat height adjusts so user can sit with his/her feet comfortably on the floor or footrest.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
2. Seat pan depth adjusts so thighs and back are supported but no pressure is created on the back of the knees.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
3. Seat pan angle allows the user to keep his/her torso-to-thigh angle at 90° or greater.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
4. Seat angle allows the user to vary their posture forward and backward.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
5. The user can move his/her arms and shoulders without interference from the backrest.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
6. Backrest provides adequate buttocks clearance.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
7. Lumbar support is adjustable (i.e., up/down, in/out).	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
8. Armrest height is adjustable.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
9. The inside distance between the armrests allows the user to easily enter and exit the chair.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
A: Chair Features Score =					
B. Chair Comfort					
10. Seat pan has a waterfall or declining front edge to reduce pressure on the back of the knees.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
11. The chair's seat pan has soft edges.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
12. The chair's seat pan is comfortable.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
13. The chair's backrest has soft edges.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
14. The chair's backrest is comfortable.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
15. The chair's lumbar support is comfortable.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
16. Armrests are padded (i.e., gel, foam).	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
17. The chair's fabric feels soft.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
B: Chair Comfort Score =					
C. Ease of Use					
18. Chair height adjusts easily.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
19. Armrest height adjusts easily.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
20. The lumbar support can be adjusted from a seated position.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
21. User can easily adjust the angle of the backrest relative to the seat surface.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
22. User can recline easily.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
23. Controls can be easily reached from a sitting position.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5

For questions or information, please contact the Haworth, Inc. Corporate Ergonomist, Teresa A. Bellingar, Ph.D. at teresa.bellingar@haworth.com or (616) 393-4224.

	Manufacturer: _____	Manufacturer: _____	Manufacturer: _____	Manufacturer: _____	Manufacturer: _____
	Model#: _____	Model#: _____	Model#: _____	Model#: _____	Model#: _____
24.Controls are clear in their function.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
25.Controls can be operated easily by the user.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
26.Controls have smooth edges.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
27.Controls have enough clearance room around them for the user's hands.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
C: Ease of Use =					
D. Body Support					
28.While working, a user can sit with his/her back firmly pressed against the backrest.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
29.Chair has stable back support at various recline positions (no forward push or fall back).	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
30.Chair has consistent lumbar support at various recline positions.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
31.The armrests can support the forearms in a variety of postures and angles.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
32.Armrest length allows the user proximity to work surface while maintaining contact with the backrest.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
D. Body Support =					
E. Overall Chair Experience	Bad (1) or Good (5)	Bad (1) or Good (5)	Bad (1) or Good (5)	Bad (1) or Good (5)	Bad (1) or Good (5)
33.Chair controls integrate well into the overall design of the chair.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
34.Overall appearance of the chair.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
35.Overall adjustability of the chair.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
36.Overall ease of use of the chair.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
37.Overall comfort of the chair.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
E. Overall Chair Experience =					
TOTAL SCORE (A+B+C+D+E) =					
Comments:					

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