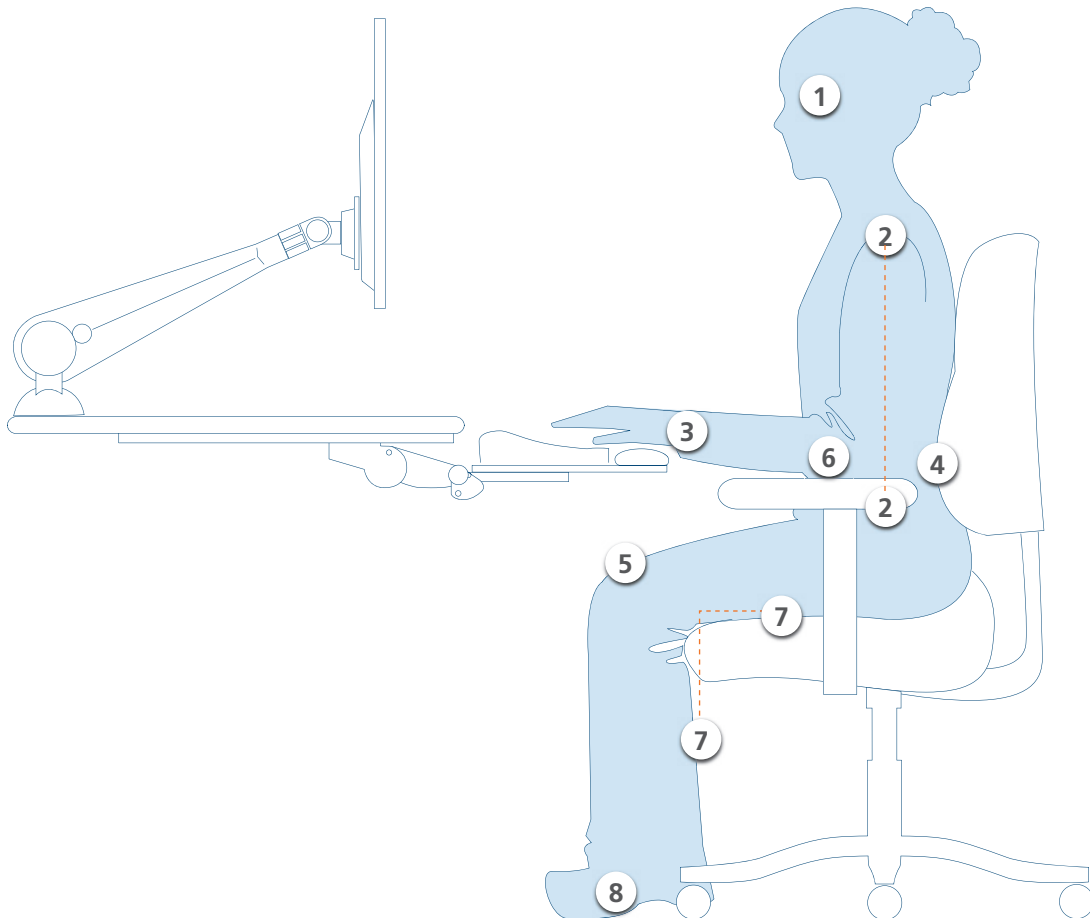


8 POINT ERGONOMIC CHECKLIST

HOW DOES YOUR WORKSTATION RATE?

- ① **HEAD** • EYE LEVEL WITH THE TOP LINE OF MONITOR.
- ② **SHOULDERS AND HIPS** • IN LINE WITH EACH OTHER.
- ③ **WRISTS** • IN NEUTRAL POSITION.
- ④ **LUMBAR SUPPORT** • SMALL OF BACK SHOULD COINCIDE WITH THE LUMBAR CURVE OF THE CHAIR.
- ⑤ **THIGH ALIGNMENT** • KNEES SLIGHTLY LOWER THAN HIPS.
- ⑥ **ARMREST HEIGHT** • FOREARMS AND/OR ELBOWS SHOULD BE POSITIONED COMFORTABLY ALONG THE CHAIRS ARMREST TO AVOID CONSTANT LIFTING OF THE SHOULDERS OR LEANING TO THE SIDE.
- ⑦ **SEAT PAN ANGLE** • SHOULD NOT BE AT AN ANGLE OF LESS THAN 90°
- ⑧ **FEET** • FLAT ON FLOOR OR ON FOOTREST



WORKSTATION EVALUTATION GUIDE

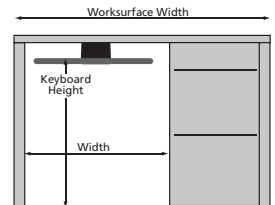
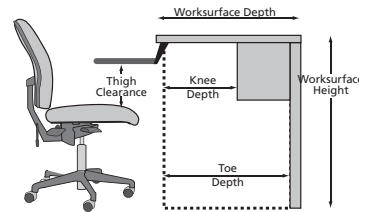
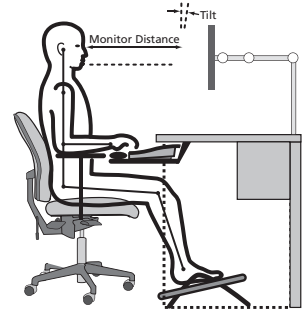
USER NAME • _____

WORKSTATION LOCATION • _____

JOB FUNCTION • _____

* Measure the specifics of the workstation and record the information below. Place a ✓ in the compliance column for each of the specifics that meet the Standard.

CHARACTERISTIC	RECOMMENDATION – ANSI	ACTUAL	COMPLIANCE
WORKSURFACE			
Height	25" - 30"		<input type="checkbox"/>
Depth	> 24"		<input type="checkbox"/>
Width	> 24"		<input type="checkbox"/>
MONITOR			
Height	Eyes level with top of monitor		<input type="checkbox"/>
Distance	18" - 24"		<input type="checkbox"/>
Adjustable	Recommended		<input type="checkbox"/>
Tilt	5° - 10° Adj.		<input type="checkbox"/>
KEYBOARD			
Height	23" - 30"		<input type="checkbox"/>
Seperate	Must		<input type="checkbox"/>
Tilt	-15° - +10°		<input type="checkbox"/>
LEG CLEARANCE			
Width	> = 20"		<input type="checkbox"/>
Knee Depth	> = 15"		<input type="checkbox"/>
Toe Depth	> = 23.5"		<input type="checkbox"/>
Thigh Clearance	> = 7"		<input type="checkbox"/>
FOOT REST			
Angled	7° - 15°		<input type="checkbox"/>
Adjustable	Recommended		<input type="checkbox"/>



* For more ergonomics information, go to www.ise-ergonomics.com

RECOMMENDATION

MODEL: _____

For more information contact

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950 Warden Avenue • Toronto, ON • M1L 4E3



www.ise-ergonomics.com