





d. Prolonged awkward postures (including sitting at your desk).  
(Vibration and cold may add risk to these work conditions)

## 2. Workstations

a. Work Area: When setting up a work area, make sure that the space is large enough for you to spread out comfortably and allows for a full range of motion, which can be a special concern for those with especially long limbs. You should also leave plenty of room to arrange the items you use most frequently in such a way that there is no strain for you to reach them.

b. Laptops:



ii. Stretch your fingers, hands, arms, and torso.

iii. Stand up and walk around for a few minutes periodically.

### 3. Lighting

Bright lights shining on the display screen "wash out" images, making it difficult to clearly see your work. Straining to view objects on the screen can lead to eye fatigue. If lighting on your computer screen creates glare, you should request a screen protector designed to reduce glare from your Supervisor for your computer. If there is not enough lighting in your area, you may want to consider a desk light for reading.

### 4. Musculoskeletal Disorders:

E. Training:

1. All new hires will be required to review the contents of this chapter.
  - a. New hires will complete the Ergonomics module online as part of their initial training.
  - b. Employees will take the Ergonomics module as part of their annual training requirements online.