

1 MEETING OBJECTIVES:

The primary objectives of Safety Talk 3: Ergonomics are:

1. Increase knowledge and awareness of proper ergonomics and its importance.
2. Spark innovative conversations and ideas for improving ergonomics in the workplace.
3. Encourage open communication and the expression of concerns within the group.
4. Develop a plan to explore and investigate ideas and concerns raised.

2 SAFETY TALK:

Take 5 minutes to review Safety Talk 3: Ergonomics on the next page. Your team may choose to each read the Safety Talk individually or take turns reading out loud.

3 KNOWLEDGE CHECK:

As a team, spend a couple minutes completing this knowledge check:

- What are the common ergonomic issues in our workplace?
- Can you name three principles of good ergonomics?
- How can we implement these principles in our work environment?

4 GROUP DISCUSSION:

Take a few minutes to share with your team your thoughts, experiences, and innovative ideas for improving ergonomics at work. Questions to guide the discussion can include:

- Have you experienced discomfort or injuries related to poor ergonomics?
- How can we further promote awareness of proper ergonomics within our team?
- Are there any additional ergonomic measures we should consider?

5 CONCLUSION & POST-MEETING FOLLOW-UP:

The supervisor will be responsible for investigating any raised occupational health, safety, and/or wellness innovations, issues, or concerns as well as establishing a timeline for follow-up and reporting back to the group.

The following documents on CKCentral can be reviewed:

1. HS - 034 - Ergonomics
2. Infogram - 034- Ergonomics
3. Ergonomic Guidelines for the Computer Workstation
4. HS - 015 - Back Injury Prevention

To request an ergonomic assessment for your workspace, ask your supervisor to email HealthSafetyWellness@chatham-kent.ca.

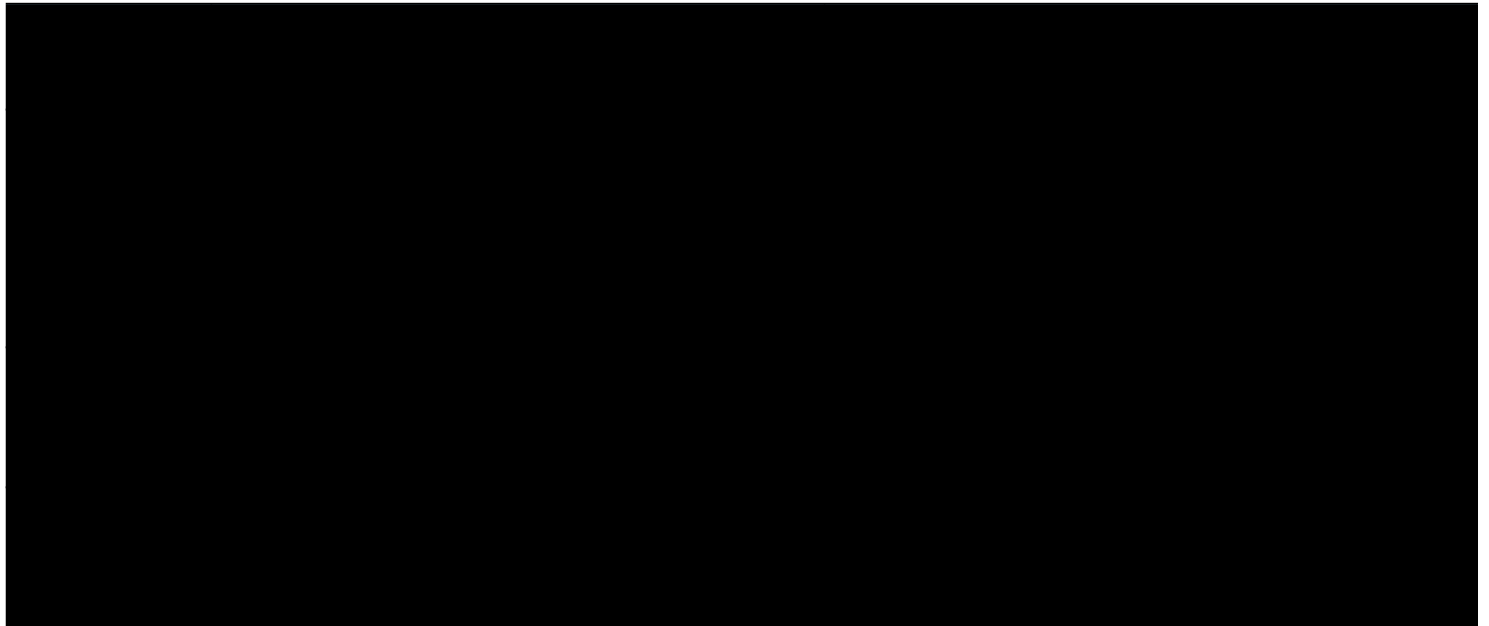
ERGONOMICS

Section 1: Understanding Ergonomics

Ergonomics is defined as a science of design that focuses on improving productivity and efficiency while reducing discomfort in the workplace, adapted to user needs. Ergonomics aims at integrating human abilities and limitations into the design of spaces, including individuals' physical size, strength, skill, speed, sensory function, hearing ability, and vision to create safe, comfortable, and productive working environments.

Section 2: Explaining the Hazards

Prolonged periods of poor posture or repetitive movements can result in musculoskeletal disorders, such as carpal tunnel syndrome, tendinitis, and lower back pain. Inadequate ergonomic setups may also contribute to eye strain, headaches, and discomfort. Cumulatively, these issues can impact productivity, increase absenteeism, and have long-term effects on an individual's overall wellbeing. Proper ergonomics, on the other hand, promotes comfort, reduces the risk of injuries, and enhances overall work performance. Musculoskeletal disorders are most common in the hands, back, wrists, neck, and shoulders. Symptoms can include soreness, stiffness, numbness, swelling, unexplained weakness, and loss of coordination. Identifying the potential risk factors in work tasks that can lead to these symptoms is the first step to eliminating them.



Section 3: Points to Remember

- Ergonomic equipment is only ergonomic if used correctly. If unsure how, ask your supervisor.
- Apply ergonomic principles to laptop computers and home offices as well.
- Reduce awkward postures, static forces and repetitive movements.
- Never twist your back and never ever lift and twist! Pivot your feet instead.
- Bend at your hips and knees rather than at your back.
- Remember to keep moving. Change positions at least every 30 minutes (walk around your vehicle, get a drink of water, stand up while on the telephone).
- When entering and exiting a vehicle, keep your back straight and avoid twisting and bending.

