

## Ergonomics

	YES	NO
Are employees informed of the potential signs and symptoms of repetitive motion injuries (RMIs), such as pain, numbness, or tingling in hands or feet?	<input type="checkbox"/>	<input type="checkbox"/>
Are employees informed of all of the following potential risk factors for RMIs:		
- awkward postures?	<input type="checkbox"/>	<input type="checkbox"/>
- forceful exertions?	<input type="checkbox"/>	<input type="checkbox"/>
- repetitive motions?	<input type="checkbox"/>	<input type="checkbox"/>
- excessive task durations?	<input type="checkbox"/>	<input type="checkbox"/>
- contact stresses?	<input type="checkbox"/>	<input type="checkbox"/>
- vibration?	<input type="checkbox"/>	<input type="checkbox"/>
- machine-paced work?	<input type="checkbox"/>	<input type="checkbox"/>
- extreme hot or cold temperatures?	<input type="checkbox"/>	<input type="checkbox"/>
Can the employee perform the work:		
- without eye strain or glare?	<input type="checkbox"/>	<input type="checkbox"/>
- without repetitive lifting of the arms above the shoulder level?	<input type="checkbox"/>	<input type="checkbox"/>
- without holding his or her elbows out and away from the body?	<input type="checkbox"/>	<input type="checkbox"/>
- without having to stoop at the shoulders to view the work?	<input type="checkbox"/>	<input type="checkbox"/>
Can the employee keep his or her hands and wrists in a neutral position while working?	<input type="checkbox"/>	<input type="checkbox"/>
Are body pressure points (wrists, forearms, backs of thighs) avoided during performance of the task?	<input type="checkbox"/>	<input type="checkbox"/>
Are sufficient rest breaks, in addition to regular rest breaks, provided to relieve stress from repetitive motion tasks?	<input type="checkbox"/>	<input type="checkbox"/>
Are tools, instruments, and machinery shaped and positioned for comfort and ease of use?	<input type="checkbox"/>	<input type="checkbox"/>
Is furniture positioned and adjusted to minimize strain on the body?	<input type="checkbox"/>	<input type="checkbox"/>

	YES	NO
Are mechanical assists used for materials-handling tasks whenever possible, especially for workers pushing and pulling heavy objects?	<input type="checkbox"/>	<input type="checkbox"/>
Are unnecessary distances eliminated when moving materials?	<input type="checkbox"/>	<input type="checkbox"/>
Are lifts confined within the knuckle-to-shoulder zone?	<input type="checkbox"/>	<input type="checkbox"/>
Are tasks arranged to minimize the use of fixed positions and postures?	<input type="checkbox"/>	<input type="checkbox"/>
Are employees instructed not to lift and carry too much weight?	<input type="checkbox"/>	<input type="checkbox"/>
Are height-adjustable material bins considered for use in reducing the stress on employees?	<input type="checkbox"/>	<input type="checkbox"/>
Are automated devices considered for use in performing certain routine repetitive tasks (e.g., stapling, sorting, filing)?	<input type="checkbox"/>	<input type="checkbox"/>
Are employees encouraged to stretch their muscles and ligaments to "prep" them before beginning work?	<input type="checkbox"/>	<input type="checkbox"/>
Are employees given enough breaks to allow their muscles, tendons, and ligaments to recover from repetitive stresses?	<input type="checkbox"/>	<input type="checkbox"/>

---

Inspector

---

Date