

MCLB ALBANY SAFETYGRAM

IS YOUR COMPUTER WORKSTATION OPTIMIZED FOR COMFORT AND EFFICIENCY?

Head

Head back, chin tucked, Ears, shoulder, hips aligned.

Neck

Use headphones. Do not cradle phone between head and shoulder!

Elbows

At sides - slightly more than 90 degree bend.

Chair

Fully adjustable with lumbar support in small of the back.

Eyes

Level with top 1/3 of screen.

← 18-24" →

Document Holder

Adjacent to and at same height as monitor.

Keyboard

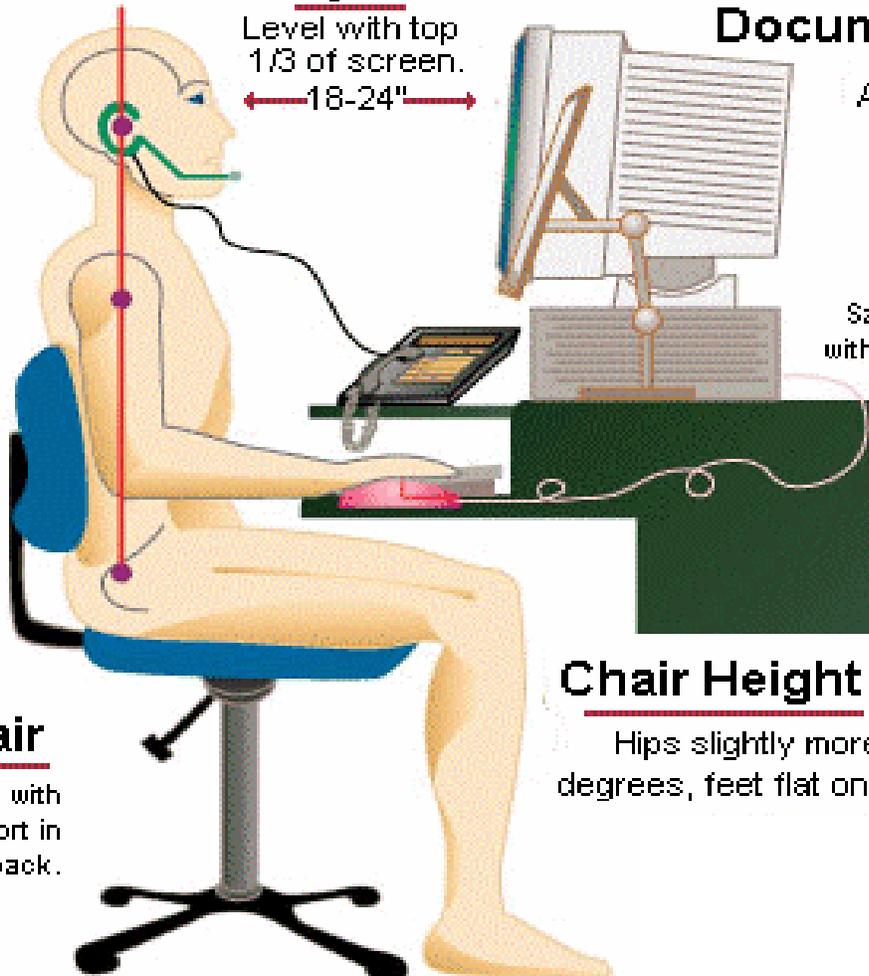
Same height as elbow with wrists slightly bent. Keystroke gently!

Mouse

Adjacent to and at same height as keyboard.

Chair Height

Hips slightly more than 90 degrees, feet flat on the floor



A “neutral” body position is the safest and most efficient position in which to work. Awkward posture puts stress on muscles, tendons, and joints that could lead to ergonomic disorders.

Visit the following resources for more information:

www.ergonomics.org



Risk Management Office 639-5249
Ergonomics Coordinator:
Donna Chalmers 639-6215

