

Computer Workstation Ergonomics: Self-Assessment Checklist

Sitting Workstation

- Back supported by chair
- Feet flat on floor or footrest
- Thighs parallel to floor
- Shoulders hang naturally
- Elbows close to body
- Monitor height adjusted to slightly below eye-level.
- Monitor / keyboard / chair aligned
- Clean screen
- Adequate lighting

Standing Workstation

- Spine in neutral position
- Anti-fatigue mat
- Shoulders relaxed, not raised
- Elbows close to body
- Monitor height adjusted to slightly below eye-level.
- Clean screen
- Adequate lighting



Recommendations/Requests:

Employee _____

Location _____

Evaluator _____

Date _____

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1-866-206-5851

