Ergonomic Assessment

Assessment completed by
Sample Report

Assessment completed at
3:26 PM on 12/19/15

Company Name
Test company

Company Address
1234
Spokane

Specific Location

Since 1916, Timber Products Manufacturers Association (TPM) has been dedicated to providing services for the well-being and success of companies. TPM recognizes the importance of partnering with businesses to help them with their toughest safety and risk management challenges.

Our value-added philosophy takes the worry of many human resource, safety, and training concerns off the shoulders of our member companies so that they can better concentrate on other business operation aspects of their companies.

Timber Products Manufacturers Association (TPM)
Safety - Human Resources - Employment Law - Employee Benefits
951 East Third Avenue Spokane, WA 99202 Phone: 509.535.4646
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Question #1

Have any workers been previously diagnosed with any of the following cumulative trauma disorder (CTD's): Carpal Tunnel, Tendonitis, Tenosynovitis, De Quervain's Disease, Trigger Finger,White Finger, Hand Arm Segmental Vibration Syndrome, muscle strains or back ailments?

Response:
Yes

Hazard specifics
None listed

Mitigation techniques:
Other: Workers with previous ergonomic related injuries in the past are at increased risk in the future. Additional care should be taken to accommodate individuals that have experienced conditions such as Carpal Tunnel, Tendonitis, Tenosynovitis, De Quervain's Disease, Trigger Finger, White Finger, Hand Arm Segmental Vibration Syndrome, muscle strains, or back pain. Encourage employees to report symptoms early before they develop into a disability.

Question #2

Have there ever been any worker complaints concerning ergonomic issues? Body soreness: back, shoulders, neck, hips, knees, and/or feet.

Response:
Yes

Hazard specifics
None listed

Mitigation techniques:
Administrative Control: Conduct an ergonomic job specific assessment. Observe body movements and their frequency. Look for awkward movements that involve moving materials with bad postures away from neutral. Establish an ergonomics program that can be used to reduce injury by controlling hazards.

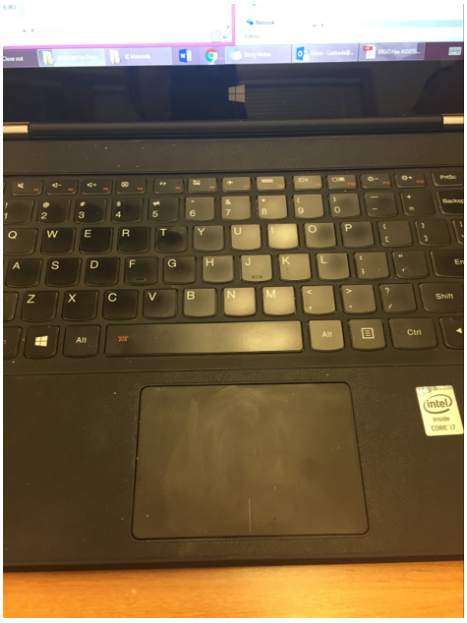
Other: A participatory ergonomic approach, where workers are directly involved in worksite assessments, solution development and implementation is the essence of a successful ergonomic process. Workers can identify and provide important information about hazards in their workplaces. They can also assist in the ergonomic process by voicing their concerns and suggestions for reducing exposure to risk factors and by evaluating the changes made as a result of an ergonomic assessment.

Question #3

Do any employees perform highly repetitive tasks? (>100 reps/hour or 2000 per/day)

Response:
Yes

Hazard specifics
None listed



Mitigation techniques:
Engineering Control: Observe job tasks and research ways to reduce frequency of material handling through automation or engineering controls.

Administrative Control: Establish systems to rotate workers between tasks to minimize the effects of continuous exertion, repetitive motion, and/or awkward postures. Job rotations are best when each new task requires a different muscle group. Establish ergonomic training that is specific to the job to make workers aware of ergonomic hazards and ways to control them.

Question #4

Do the employee's routine tasks require repeated lifting of weights over 20 lbs and/or occasional lifting of weights over 50 lbs?

Response:
No

Hazard specifics
None listed

Mitigation techniques:
None.

Question #5

Are employees using tools well suited to the task? (i.e. usage of tool maintains neutral positions/postures)

Response:
No

Hazard specifics
None listed

Mitigation techniques:
Engineering Control: Redesign or install tools that promote neutral postures.

Administrative Control: Establish ergonomic training that is specific to the job to make workers aware of ergonomic hazards and ways to control them.

Question #6

Do employees perform tasks while assuming awkward postures (e.g. hunching, bending, squatting, etc.) or that require excessive flexion/extension of a joint for extended periods of time? ("Awkward" refers to any positioning of body and/or appendage significantly outside preferred neutral position while tasks are performed.)

Response:
Yes

Hazard specifics
None listed

Mitigation techniques:
Engineering Control: Redesign or install adjustable workstations to reduce awkward joint angles. Encourage workers to change posture through out work shift. Position work in ways that eliminate long/excessive reach, decrease joint flexion/extension requirements, and promote neutral postures. Avoid requiring employees to work below knees and above shoulders. Provide tools that promote neutral joint angles.

Administrative Control: The greater the elbow angle the greater the stress.Train workers to keep elbows closer to body and in neutral posture as they work. Establish ergonomic training that is specific to the job to make workers aware of ergonomic hazards.

Question #7

Do employees ever perform tasks requiring excessive force application?

Response:
No

Hazard specifics
None listed

Mitigation techniques:
None.

Question #8

Are high impact and/or high vibration tools routinely used? (e.g. riveters, bucking bars, die grinders, sanders, weed eaters, or impact wrenches.)

Response:
No

Hazard specifics
None listed

Mitigation techniques:
None.

Question #9

Is ergonomic job specific training given to workers?

Response:
Yes

Hazard specifics
None listed

Mitigation techniques:
None.

Question #10

Are procedures in place to accommodate fluctuations in staffing levels?

Response:
Yes

Hazard specifics
None listed

Mitigation techniques:
None.

Question #11

Are channels in place for employees to communicate ergonomic concerns?

Response:
Yes

Hazard specifics
None listed

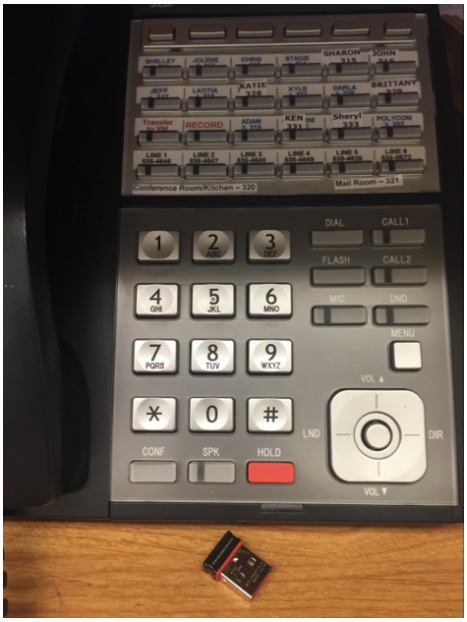
Mitigation techniques:
None.

Question #12

Do jobs have unnecessary steps? Observe jobs to determine this.

Response:
None

Hazard specifics
None listed



Mitigation techniques:
None.

Question #13

Have workers been observed showing signs of fatigue? Does a worker's production rate decrease near the end of work shift?

Response:
Yes

Hazard specifics
None listed

Mitigation techniques:
Engineering Control: Environmental factors contribute to the onset of fatigue. Insufficient lighting, loud noise, and warm temperatures increase fatigue. Brighten up and quiet down the work space and cool down the temperature.

Administrative Control: Establish systems to rotate workers between tasks to minimize the effects of continuous exertion, repetitive motion, and/or awkward postures. Job rotations are best when each new task requires a different muscle group.Try to rotate from a job with high exertion to a job of lower exertion. Limit shift work to 12 hours.

Question #14

Are workstation work surfaces too high/low? (Material greater than 18 inches from hands at neutral.)

Response:
Yes

Hazard specifics
None listed

Mitigation techniques:
Engineering Control: Adjust work station height to keep work as close to neutral posture as possible.

Administrative Control: Establish ergonomic training that is specific to the job to make workers aware of ergonomic hazards and ways to control them.

Question #15

Does the location of materials promote reaching? (Material greater that 18 inches in front of the worker.)

Response:
Yes

Hazard specifics
None listed

Mitigation techniques:
Engineering Control: Adjust material flow closer to worker to minimize reaching.

Administrative Control: Establish ergonomic training that is specific to the job to make workers aware of ergonomic hazards.

Question #16

Does angle or orientation of material transfer surfaces promote twisting?

Response:
Yes

Hazard specifics
None listed

Mitigation techniques:
Engineering Control: Line up materials in angles that reduce the twisting when workers are transferring them.

Administrative Control: Increase the frequency of job rotation from jobs with high frequency of twisting to jobs with no twisting. Establish ergonomic training that is specific to the job to make workers aware of ergonomic hazards and ways to control them.

Question #17

Are there potential obstacles on floor that can prevent a clear path of travel? (Uneven, slippery, sloping, or trip hazards.)

Response:
Yes

Hazard specifics
None listed

Mitigation techniques:
Engineering Control: Control source of hazards.

Administrative Control: Install a housekeeping plan to monitor and control hazards.

Question #18

Are materials handled above the shoulders or below the knees?

Response:
Yes

Hazard specifics
None listed

Mitigation techniques:
Engineering Control: Adjust workstation to reduce material handling in awkward positions.
Administrative Control: Increase the frequency of job rotation from jobs with high frequency of over head or below knee work to jobs with none. Establish ergonomic training that is specific to the job to make workers aware of ergonomic hazards.

Question #19

Does the material handling require placing objects accurately/precisely?

Response:
Yes

Hazard specifics
None listed

Mitigation techniques:
Engineering Control: Install a sorting system that organizes the materials automatically to reduce stress on workers. Lift table can be used to reduce reaching when materials have to be placed.

Administritive Control: Establish ergonomic training that is specific to the job to make workers aware of ergonomic hazards.

Question #20

Is good nutrition practiced?

Response:
Yes

Hazard specifics
None listed

Mitigation techniques:
None.