

<b>University of Pittsburgh Safety Manual</b>	EHS Policy #	01-008
Subject: <b>ERGONOMICS</b>	Effective Date	Page 1 of 1
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## **ERGONOMICS PROGRAM**

Ergonomics is the science of designing and arranging work areas in a manner that allows individuals to safely and effectively function in that work area. The University of Pittsburgh's Ergonomics Program is managed by the Department of Environmental Health and Safety (EH&S) and strives to provide ergonomic solutions to a variety of work-related problems.

Any worker can be at risk of injury in a poorly designed work area or using an improper method to complete a job task. For example, landscapers, plumbers, and mailroom workers can benefit from training on proper lifting techniques due to the nature of their jobs; and office workers must be aware of the proper selection, positioning and use of office equipment. A number of injuries to lab workers occurs in the form of slow-forming strains associated with poor body mechanics and repetitive motions.

1. An **Ergonomics Website** (<http://www.ehs.pitt.edu/ergonomics/ergo-main-2.htm> ) has been established to provide workers with practical information on ergonomics. Faculty, staff and students will find helpful information on techniques, equipment, exercises and injury prevention along with self-assessment guidelines.
2. At the first indication of **occupationally-related joint or muscle aches or strains**, see your supervisor. The supervisor should contact EH&S for a no-cost assessment of your work station or work activities. If the symptoms are severe and allegedly work-related, the individual should be directed by the supervisor to Concentra Medical Services for medical consultation. At the conclusion of the EH&S analysis, the supervisor will be forwarded a written list of recommendations.
3. EH&S also offers **no-cost ergonomic analyses** for University faculty and staff on a pro-active basis.
4. For jobs that are physically demanding, especially jobs requiring lifting and materials handling, EH&S recommends and provides **back safety training**. The training is tailored to suit the needs of a specific work group or department, and consists of a presentation as well as consultation for improving the ergonomics of specific job tasks.
5. While the majority of EH&S consultations are related to computer workstations, **on-site ergonomic analyses and/or associated training** can be conducted for any campus task or job.

Any request for EH&S services or questions regarding ergonomics in the workplace, should be directed to EH&S at 412-624-9505.