

Job Risks for Clerical and Technical ESP

PROBLEM/HAZARD	RISK FACTOR	PREVENTIVE ACTION
Tendinitis, tenosynovitis, carpal tunnel syndrome	Wrist flexion or extension, repetitive keying	<p>Detachable keyboards that can be moved around to a comfortable position. The keyboard should be relatively flat in relation to the working surface, and the angle should not be more than 15 degrees off horizontal.</p> <p>The mouse should be designed to fit your hand. The mouse should be within easy reach, located at the same height and angle as the keyboard and situated next to the keyboard.</p> <p>Keep your wrists in as neutral a posture as possible. Arm and wrist rests may help you do this. The wrist rests should provide cushioned support and be rounded on the front edge.</p>
<p>Muscle soreness, cramping, and fatigue, particularly in shoulders, neck, and back</p> <p>Pressure on thigh, leg fatigue, and numbness in feet</p>	Chair too high or too low, poorly designed seat, footrest too low, insufficient back or arm support	<p>Adjustable chairs: Seats, backrests, and armrests should be adjustable to fit the individual user. Seats should be at least 16 inches wide and 15-17 inches deep. They should be padded but firm, and should be tiltable forward and back. The seat height should be raised so that the angle between upper and lower leg is roughly perpendicular (about 90 degrees).</p> <p>Back rest: The back rest should be height-adjustable as well as tiltable, so you can recline backward or forward with adequate support for your lower back.</p> <p>Armrests: Cushioned armrests may be helpful to support your elbows and upper and lower arms and maintain a neutral wrist posture.</p> <p>Foot rest: A foot rest should be provided for operators who cannot securely place their feet on the floor while seated. The foot rest should be adjustable both in height and angle, and have a non-skid surface.</p> <p>Document holder: When you work with hard copy, an adjustable (angle and height) document holder should be provided.</p> <p>Adequate workspace: You need enough tabletop space to be able to move and properly position your keyboard, mouse, monitor, and document holder.</p> <p>Micro-breaks: You should take more frequent, short breaks in addition to the regular scheduled breaks every two hours.</p>

Job Risks for School Bus Drivers

PROBLEM/HAZARD	RISK FACTOR	PREVENTIVE ACTION
Tennis elbow, tendinitis, shoulder pain	Reaching and twisting to open and close manual doors, straining to see in internal and external mirrors and instruments, manual shifting	Automatic "power" doors Adjustable seats and steering wheels Improved placement of controls Better mirror placement Arm rests Automatic transmissions
Low back pain, pressure on thighs	Non-adjustable drivers seats, bumpy roads	Adjustable seats Air cushion seats
Carpal tunnel syndrome, hand pain	Repetitive and forceful hand movements on manual shifts or manual doors	Automatic transmissions Power doors
Knee and foot pain	Repeatedly depressing clutch and/or brake pedals	Automatic transmissions Adjustable seats

Job Risks for Skilled Trades Workers and Custodians

PROBLEM/HAZARD	RISK FACTOR	PREVENTIVE ACTION
Fatigue and muscle soreness in arms and shoulders—tendinitis, bursitis, rotator cuff syndrome	Working with the elbows elevated or with hands above the shoulder, regularly carrying loads on the shoulder, throwing objects	Counterbalance tools Reorient handles Lower the work or raise the worker “Micro” breaks
Elbow, wrist and hand pain—tendinitis, tenosynovitis, carpal tunnel syndrome	Repeated wrist motions, forcefully extending the hand backward or to the side	Use tools that allow work with straight wrist. Raise or lower the work to put your wrist in a neutral position Avoid forcefully gripping or pinch-gripping the tool “Micro” breaks
Loss of feeling in hands, pain on side of the wrist and base of the thumb	Palm and finger pressure, repeated wrist motions, rapidly rotating the hand	Reduce the gripping force, reduce trigger force, lengthen the tool handle, eliminate single finger triggers
Tingling and numbness in hands, followed by whitening of the fingertips	Using powered hand tools that cause vibration, cut circulation	Counterbalance or lighten tool, reduce the vibration
Back pain/strain, disc injury	Improper lifting or carrying, bending and twisting, lifting heavy or awkward loads	Use safe lifting and carrying procedures, break heavy or bulky loads into smaller, more manageable loads, get help Use mechanical lifting devices

Job Risks for Food Service Workers

PROBLEM/HAZARD	RISK FACTOR	PREVENTIVE ACTION
Low back pain, numbness in legs or feet	Bending and stretching to reach across counters, prolonged standing	<p>Height-adjustable sinks for dishwashers, tables for servers</p> <p>Reposition supplies, dishes and implements to reduce reaching</p> <p>Rotate positions at both the trayline and dishline on a daily basis, ensuring that rotation from one side of the trayline to the other is included</p> <p>Anti-fatigue mats</p>
Back pain/strain, disc injury	Improper lifting or carrying, bending and twisting, lifting heavy or awkward bundles or boxes	<p>Store food and supplies at work height to reduce bending. Reduce the number of items handled at once to reduce force associated with lifting and pushing</p> <p>Use safe lifting and carrying procedures, break heavy or bulky loads into smaller, more manageable loads, use carts to reduce carrying distances, get help. Turn your feet towards work to avoid twisting your back</p>
Fatigue and muscle soreness in arms and shoulders—tendinitis, bursitis, rotator cuff syndrome	Overhead work, elbows elevated with hands above the shoulder	<p>Lower dishwasher rinse nozzle to mid-body height to reduce reach</p> <p>Store materials at waist height</p>
Elbow, wrist and hand pain—tendinitis, tenosynovitis, carpal tunnel syndrome	Repeated wrist motions, forcefully extending the hand backward or to the side	<p>Use implements that allow work with straight wrist</p> <p>Use automatic can opener. Use shallow ladles to minimize wrist movement</p> <p>Raise or lower the work to put the wrist in a neutral position</p> <p>Consider menu choices to reduce hand actions associated with portioning, such as cutting, spooning and peeling</p> <p>Avoid forcefully gripping or pinch-gripping the tools; flexing your wrists when wrapping or stacking cutlery</p>