

# *DoD Ergonomics Working Group NEWS*



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<http://chppm-www.apgea.army.mil/ergowg/>

## *Ergonomics Fact Sheets*

The DoD Ergonomics Working Group announces a series of new publications. Written for both supervisors and workers, these fact sheets provide basic information on ergonomics. For copies of the fact sheets—available in Adobe Acrobat Reader—visit the working group's Web site at <http://chppm-www.apgea.army.mil/ergowg/>.

**Fact Sheet 1**—An effective ergonomics program fits the workplace to the worker.

**Fact Sheet 2**—You should know about work-related musculoskeletal disorders.

**Fact Sheet 3**—You should know about carpal tunnel syndrome.

**Fact Sheet 4**—Proper use of hand tools can make your work safer and easier.

**Fact Sheet 5**—Proper use of powered hand tools can make your work safer and easier.

**Fact Sheet 6**—You can identify the characteristics of a hazardous materials-handling task.

**Fact Sheet 7**—You should know how to safely perform *lifting* and *lowering* tasks.

**Fact Sheet 8**—You should know how to safely perform *pushing* and *pulling* tasks.

**Fact Sheet 9**—You should know how to safely *carry* heavy loads.

**Fact Sheet 10**—You can evaluate ergonomic products to see if they truly meet your needs.

**Fact Sheet 11**—You can make your computer workstation “fit” your needs.

**Fact Sheet 12**—You should know what you can do to solve your computer-related discomfort.

**Fact Sheet 13**—Your computer workstation should be in a comfortable work area.

**Fact Sheet 14**—Your computer workstation should include a desk that's right for you.

**Fact Sheet 15**—Your computer workstation should include a chair that's right for you.

**Fact Sheet 16**—Your computer workstation may need a footrest.

**Fact Sheet 17**—Your computer workstation should include a monitor that's easy to view.

**Fact Sheet 18**—Your computer workstation should include the right keyboard for you.

**Fact Sheet 19**—Your computer workstation should include the right input device for you.

**Fact Sheet 20**—Your computer workstation may need a document holder.

**Fact Sheet 21**—Your computer workstation should receive appropriate lighting and guard against glare.