

- Mirror adjustments
- The use of transmission
- Mobile communications
- Driver behaviour and breaks
- Storage
- Manual handling

equipment will also be considered if necessary. Following the evaluation, a detailed report is provided describing the ergonomic, health and safety issues identified, changes made at appraisal, and other recommendations to be considered.

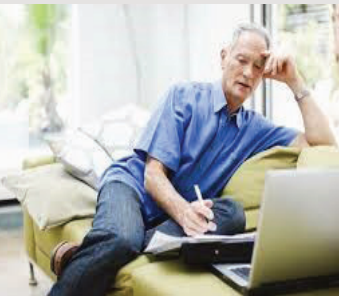
Complete Ergonomic Training

This offering is intended for organisations that want their employees to set up their own workstations according to ergonomic principles, with the help of training, Ergoplus support material and an on-site Ergoplus consultant.

This training is provided onsite for groups of 10 to 15 people and is presented in modules of one or two hours and includes information on anatomy related to ergonomic principles, risks associated with incorrect ergonomic configuration, information on the configuration of workstations, and can include information about pause exercises.

The consultant will then take time to provide onsite support and answer questions from your employees.

Home Based Ergonomic Workstation and WHS Assessment



This service provides an ergonomic workstation assessment for employees who work from home as employers are required to provide a safe working environment in all work locations. It is important to assess the adequacy of the home environment to ensure that the working area does not pose any safety risks to the employee. The assessment is carried out at the employee's home and involves an ergonomic examination and a review of the general workplace environment from a work health and safety (WHS) perspective. Adjustments will be made to existing furniture (where possible) in accordance with ergonomic principles. Additional ergonomic

ERGOPLUS Ergonomic Assessments

Improving safety and productivity



Ergonomic Workstation Assessment

Vehicle Ergonomic Assessment

Home Based Ergonomic Workstation & WHS Assessment

Comprehensive Ergonomic Training

HOW ARE YOU SITTING ?

Monitor

Adjust the monitor so that your vision is level with the centre of the screen

Arms

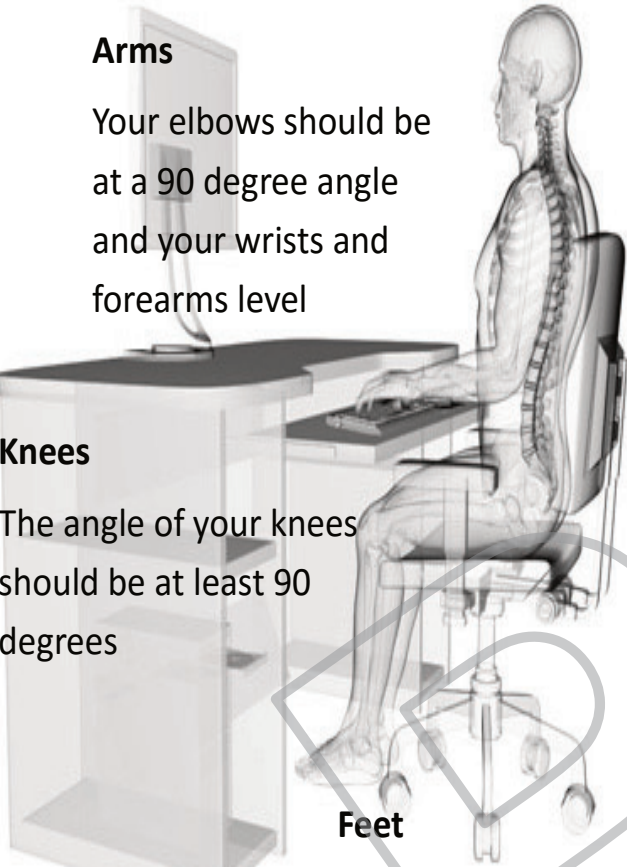
Your elbows should be at a 90 degree angle and your wrists and forearms level

Knees

The angle of your knees should be at least 90 degrees

Feet

Feet should be flat, slightly apart and supported by the floor or a foot rest



Shoulders

Your shoulders should be relaxed at all times

Backrest

Adjusted correctly, it should support the curve in your lower back

Seat Height

Your seat height should be adjusted to your individual needs to ensure that your arms are positioned at the correct



Brief Office Ergonomic Workstation Assessment

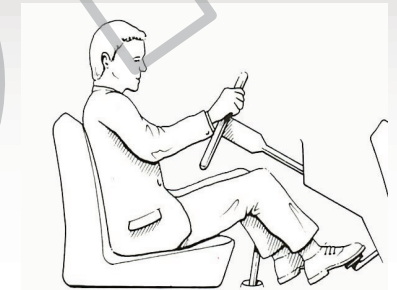
Each assessment is carried out onsite and includes a revision of the workstation configuration and adjustment of existing equipment in accordance with ergonomic principles. To minimise disruption for employees, these assessments are short (15-20 minutes of duration). Brief ergonomic education is provided orally during these assessments. However, further documents can be provided that explain standard ergonomic principles. Recommendations for changes to existing equipment are outlined in a synthesis report which is provided within 10 days.

Comprehensive Office Ergonomic Workstation Assessment

This assessment is most appropriate for employees experiencing pain or other symptoms in the workplace or those who are likely to encounter problems. Employees subject to this assessment will be educated on ergonomic principles and will be able to properly configure future workstations and incorporate new ergonomic equipment. There is

also provision for ongoing therapy if needed. After the assessment, a detailed report is provided describing the ergonomic issues identified, advice on the purchase of chairs or equipment and for fitting or rearranging workspaces, suggested changes to work patterns as well as other recommendations to be considered.

Vehicle Ergonomic Assessment



This evaluation involves review of the ergonomic configuration of the vehicle and adjustments in line with ergonomic principles as well as the provision of recommendations in a synthesis report.

Key areas the assessment covers include:

- Collecting information on symptoms the employee may be experiencing
- Driving tasks analysis
- Seating posture and adjusting the driver's seat
- Steering wheel adjustments