

Industrial Ergonomics Screening Checklist

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ENVIRONMENT, SAFETY & HEALTH DIVISION

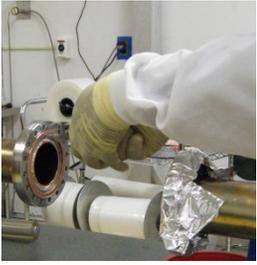
URL: <https://www-esh.slac.stanford.edu/eshmanual/references/ergonomicsChecklistIndustrial.pdf>

Supervisors and workers are to use this checklist to identify risk factors for work activities with ergonomic concerns and risk-reduction solutions (see [Ergonomics: Ergonomic Evaluation Procedures](#) [SLAC-I-730-0A21S-059]). Analyze the task and mark the check boxes for any risk factors. List the ergonomic control measures that mitigate the identified risk factors. Contact the ergonomics specialist at ergonomics-slac@slac.stanford.edu for additional assistance. There are no recordkeeping requirements for this checklist.

Task			
Location		Department	
Evaluated by		Date	

1. Lifting			
Risk Factor		Risk Factor Observed	Risk Control Measures (e.g., mechanical assists, making load smaller, additional help, lifting technique, postural awareness, microbreaks, work rotation)
	Lifting between 50 and 70 lbs	<input type="checkbox"/>	
	Lifting objects above shoulder level or below the knees	<input type="checkbox"/>	
	Lifting objects with the hands > 12 inches horizontally from the body	<input type="checkbox"/>	
	Frequent lifts Low-frequency: < 2 hours/day or > 2 hours/day with < 12 lifts/hour Moderate-frequency: > 2 hours/day and < 30 lifts/hour High-frequency: > 2 hours/day and < 360 lifts/hour	<input type="checkbox"/>	
<p>Note: if one or more items are checked, efforts should be made to minimize one or more of the following: load weight, load distance, and lifting frequency. For recommended weight limits, refer to the Oregon Safe Lifting Calculator.</p>			

2. Awkward Postures			
Risk Factor		Check If Observed	Risk Control Measures (e.g., mechanical assists, adjustable workstations, tools with alternate handles, stands, larger grips, postural awareness, microbreaks)
	Overhead work - hands above the head, elbows above the shoulders Cumulative duration > 2 hours/day	<input type="checkbox"/>	
	Neck or back is bent > 30°, little ability to vary posture Cumulative duration > 2 hours/day	<input type="checkbox"/>	
	Squatting or kneeling Cumulative duration > 2 hours/day	<input type="checkbox"/>	
	Bent wrists Cumulative duration > 2 hours/day	<input type="checkbox"/>	

3. Forceful Hand Movements			
Risk Factor		Check If Observed	Risk Control Measures (e.g., mechanical assists, tools with alternate handles, stands, larger grips, clamps, making load smaller)
	<p>Pinching to hold unsupported objects \geq 2 lbs/hand (using pinch force equivalent to holding half a ream of paper)</p> <p>Cumulative duration > 2 hours/day</p>	<input type="checkbox"/>	
	<p>Gripping \geq 10 lbs/hand to hold unsupported objects (using gripping force equivalent to squeezing car jumper cables)</p> <p>Cumulative duration > 2 hours/day.</p>	<input type="checkbox"/>	

4. Other (Body Movements, Vibration, Slip/Trip/Fall)			
Risk Factor		Check If Observed	Risk Control Measures (e.g., automated processes, gloves/grip handles, barriers, proper tool maintenance, microbreaks, work rotation, proper housekeeping)
Repeating the same movement with little or no variation (\geq 5 times/min) Cumulative duration > 2 hours/day		<input type="checkbox"/>	
Work involving sudden movements (e.g., starting a chainsaw)		<input type="checkbox"/>	
Vibration from high-vibration tools (e.g., chain saws, jackhammers, impact wrenches) > 30 minutes/day OR from moderate-vibration tools (e.g., saws, sanders) > 2 hours/day		<input type="checkbox"/>	
Work around potential slip/trip/fall hazards (e.g., loading docks, stairs, wet/greasy surfaces)		<input type="checkbox"/>	

References

- Based on Stanford University, Department of Environmental Health and Safety. [Ergonomics Screening Tool](#) (OHS 14-026)
- American Conference of Governmental Industrial Hygienists. Threshold Limit Values for Lifting, in Threshold Limit Values (TLVs) and Biological Exposure Indices (BEIs) ([ACGIH TLVs and BEIs](#))
- Washington State Department of Labor and Industries. Caution Zone Checklist and Hazard Zone Checklist (available from [Evaluation Tools](#))
- Oregon Occupational Safety and Health Division. [Safe Lifting Calculator](#)