

# Get in the Safety Zone: Solving the Top 6 Ergonomic Risks

Ergonomic-related injuries occur more than any other injury in the workplace and can result in \$1 out of every \$3 spent in workers' compensation costs. Learn how to stay in the ergonomic safety zone to lower costs and boost productivity.

In this webinar you will learn how to identify the top six risks and practical ways to address them.

## Topics include:

- Evaluating the ergonomic risks in your workplace
- Create a more productive worker by designing jobs to be ergonomic
- Easy steps to practical solutions

## Download these helpful ergonomics resources

### Ergonomics Evaluation Tool

| ERGONOMICS EVALUATION<br>14-point observation form to help employees stay in the "Safety Zone"                                                                                                                                  |                          |                                                                          |                                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------------------------------------------------------|----------------------------------------------------|
| Company: _____<br>Job: _____<br>Department: _____                                                                                                                                                                               |                          | # Employees: _____<br>Safety consultant: _____<br>Company contact: _____ | Date: _____                                        |
| Observed frequent postures and movements that may cause injury                                                                                                                                                                  | Check if Yes             | Comments and observations                                                | Helpful ideas to reduce and eliminate injury risks |
| AWKWARD POSTURE                                                                                                                                                                                                                 | Y                        | COMMENTS                                                                 | RECOMMENDATIONS                                    |
| 1  Hands above head; elbows above shoulders 2 or more hours daily. Examples: lifting items, moving materials in awkward postures.            | <input type="checkbox"/> |                                                                          |                                                    |
| 2  Neck or back bent "off" the support or ability to stay posture 2 or more hours daily. Examples: working at desk, assembly bench, welding. | <input type="checkbox"/> |                                                                          |                                                    |
| 3  Reaching 2 or more hours daily. Examples: placing items on shelves, bending to catch or push materials.                                   | <input type="checkbox"/> |                                                                          |                                                    |
| 4  Working in static, awkward posture 2 or more hours daily. Examples: standing, carpet, being mobile.                                       | <input type="checkbox"/> |                                                                          |                                                    |

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[Evaluate the top risks and make a plan to address them.](#)

## Ergonomics: It's Your Body at Work



[Hang this in your workplace.](#)

## Industrial Ergonomics Planning Document



[Edit this plan for your own company.](#)

## Industrial Ergonomics Checklist

## Ergonomics Checklist

Ergo Zone Toolkit

**Instructions:** Use this checklist to determine if any typical job activities may put employees at risk of frequent levels of ergonomic stress. These are movements or postures that are regularly required to complete a job and are performed more than once per week for more than one week per year. Use a separate checklist for each job position.

| CAUTION ZONE JOB EVALUATED | # EMPLOYEES IN JOB | DATE |
|----------------------------|--------------------|------|
|                            |                    |      |

| ARMWARD POSTURES                                                                                                         | DURATION           | Y/N |
|--------------------------------------------------------------------------------------------------------------------------|--------------------|-----|
| The job requires hands held overhead or elbows held above shoulder.                                                      | 4+ hrs total / day |     |
| The job requires employees to repeatedly raise hands overhead or elbows above shoulders more than once per minute.       | 4+ hrs total / day |     |
| The job requires the employee's back to be bent more than 45° without support or the ability to change position.         | 4+ hrs total / day |     |
| The job requires the employee's back to be bent forward more than 30° without support or the ability to change position. | 4+ hrs total / day |     |
| The job requires the employee's back to be bent forward more than 45° without support or the ability to change position. | 2+ hrs total / day |     |
| The job requires employees to twist or rotate.                                                                           | 4+ hrs total / day |     |

| FINCHING                                                                                                                                       | DURATION           | Y/N |
|------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-----|
| The job requires employees to pinch either:<br>- An unattached object weighing 2+ lbs per hand<br>- An object with a force of 4+ lbs per hand. | 2+ hrs total / day |     |
| The job requires employees to hold objects in a pinch grip for use in highly repetitive motions.                                               | 3+ hrs total / day |     |
| The job requires employees to hold objects in a pinch grip at awkward bend angles.                                                             | 3+ hrs total / day |     |
| The job requires employees to maintain a pinch grip with no other risk factors.                                                                | 4+ hrs total / day |     |

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 Insurance Company of the West | Eastern Insurance Company | Northern Insurance Company  
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Checklist focusing on task and duration of ergonomic risk areas.

Safety Observation Guide: Lifting

## Safety Observation: Lifting

Ergo Zone Toolkit

**SPECIFIC RISK FACTOR(S) IDENTIFIED**

Please check the items below where improvement is possible in order to address the risk factor.

**LIFTING**

| NEEDS FOCUS | RISK FACTOR IDENTIFIED                                                              | CORRECTIVE ACTION APPROACH |   |   |   |   |
|-------------|-------------------------------------------------------------------------------------|----------------------------|---|---|---|---|
|             |                                                                                     | 1                          | 2 | 3 | 4 | 5 |
|             | Body positioning                                                                    |                            |   |   |   |   |
|             | Gripping surface                                                                    |                            |   |   |   |   |
|             | Grip method                                                                         |                            |   |   |   |   |
|             | Use of lift assist equipment (dollies, hand trucks, forklifts, scissor lifts, etc.) |                            |   |   |   |   |
|             | Body mechanics: Twisting                                                            |                            |   |   |   |   |
|             | Body mechanics: Use of lower back                                                   |                            |   |   |   |   |
|             | Weight limits                                                                       |                            |   |   |   |   |
|             | Two or more person lift                                                             |                            |   |   |   |   |
|             | Stretching program                                                                  |                            |   |   |   |   |
|             | Strengthening program                                                               |                            |   |   |   |   |
|             | Other (specify)                                                                     |                            |   |   |   |   |
|             | Other (specify)                                                                     |                            |   |   |   |   |
|             | Other (specify)                                                                     |                            |   |   |   |   |

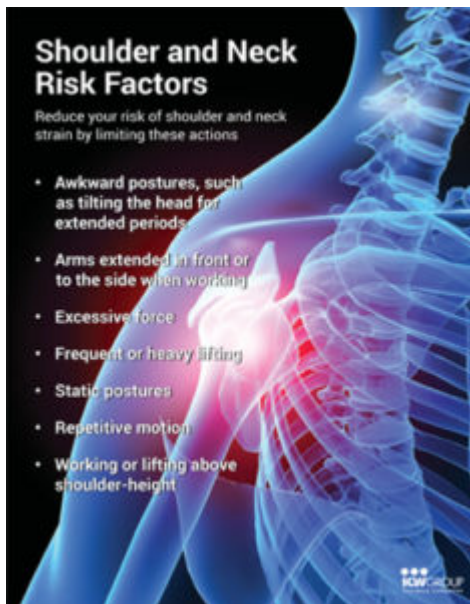
1 = Re-training  
 2 = Assignment to work with safety incentive  
 3 = Increased frequency of safety observations  
 4 = Unsafe condition or "non-embrace zone" that needs to be addressed  
 5 = Repeat at team meeting

**Corrective action to be completed (Indicate who is responsible and corrective action date)**

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Simple observation guide with the emphasis on lifting.

Safety Observation Guide: Lifting



[Post to remind employees to limit actions that cause strain.](#)