QUICK CHECK
ERGONOMICS RISK FACTOR CHECKLIST

Instructions

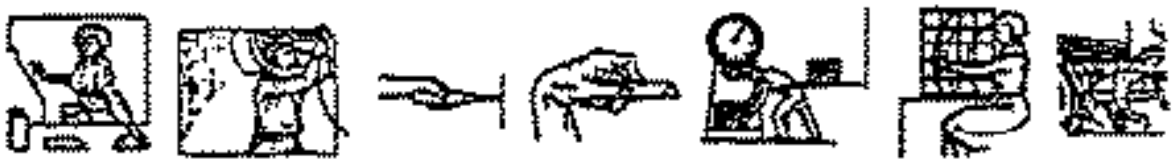
The Hazard Surveillance Checklist is a crude method of estimating the risk of developing MSDs from performing a specific job or task. Each repetitive task being performed as part of an employees job is scored separately. If more than one repetitive task is performed, the scores are additive. Employees (jobs) whose risk factors exceed a score of 10 surpass the lower risk threshold and should be considered for further ergonomic study. Following are brief explanations of each of the risk factors contained in the Quick Check List (on the following page).

A. If a motion such as striking a nail, or turning a handle is reperated more than 15 time/min (on the average) over an extended period of time the risk should be rated under "every few seconds". If the motion is repeated more than 20 times/hr then the risk should be rated under "every few minutes". Single tasks (such as driving a nail) which are completed in less than two minutes but repeated several times over periods of one or more hours should be considered "repetitive".

B. The weight of the object should be determined if possible. Potantial lifting problems should be evaluated with the NIOSH Work Practices Guide. Push & pull force is difficult to determine without a strain gauge but can be estimated by asking employees to rate difficulty of task on a scale of 1-10.

easy				**moderate**			**heavy**		
1	2	3	4	5	6	7	8	9	10

C. The following pictorial illustrations are good examples of "awkward postures":



neck/shoulder | overhead work | elbow/ forearm twist | hand/wrist bend/pinch | trunk- twist/bend | extended reach | knee squat/kneel

D. Power tools impart different types of stresses to the body based on the vibration and torque they produce during use.

E. Pressure points result from the repeated or sustained contact of hand, arm or other body part with a solid object or hard surface. This may be due to the use of a poorly designed tool such as a pliers or scissors, resting an arm or palm on the edge of a desk, or repeated use of the hand as a hammer.

F. Jobs which are highly repetitive or require intense concentration may cause the worker to maintain the same posture for extended periods of time resulting in static loading of certain body parts.

G. Environmental extremes (especially cold) impair muscle and tendon function while continuous whole body vibration from operating equipment or driving fatigues muscle groups.

H. Such as pay incentives, machine, or quota paced jobs.

J. Employees (jobs) whose risk factors exceed a score of 10 surpass the lower risk threshold and should be considered for further ergonomic study.