

- 1 - Work should be performed without eye strain or glare.
- 2 - Any task you are performing should not require prolonged raising of the arms.
- 3 - You should not be in a position where you have to stoop to view the task.
- 4 - Be sure there are no pressure points on any part of the body (wrists, forearms, back of thighs).
- 5 - Always try to use the larger muscles of the body to do your work.
- 6 - Perform your work without twisting or overly bending the lower back.
- 7 - If your work is of a repetitive-motion type task, be sure there are sufficient rest breaks to relieve stress from the repetitive-motion.
- 8 - You should be sure that tools, instruments and machinery are shaped, positioned and handled so that tasks can be performed comfortably.
- 9 - All pieces of furniture should be adjusted, positioned and arranged to minimize strain on all parts of the body.