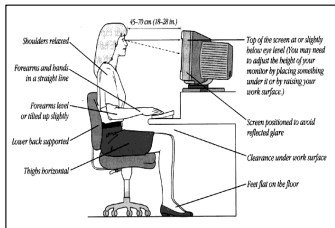


## ERGONOMICS

*Ergonomics and posture go hand in hand when expressing how efficient the body is at using its energy. An ergonomically correct work station and proper posture are essential in order for a person to live pain free and function optimally on a daily basis.*

*Proper posture begins with an understanding of the spine. Your spine allows your body to move and more importantly protects your nervous system which allows your body to function. Whether you are sitting, standing, or moving—knowing the proper spinal positions or posture are necessary for taking care of your body.*



From the front, your spine and posture should be straight or equal left to right. From the side, the ears, shoulders, hips and ankles should be aligned while maintaining the normal curves that are formed in between. When sitting at your desk make sure that your workstation is set up with necessary equipment directly in front of you. Avoid looking to the left or right or sitting in a “twisted” position.

Regardless of how good your working posture is, working in the same posture or sitting still for prolonged periods is not healthy. You should change your working position frequently throughout the day in the following ways:

- Make small adjustments to your chair or backrest.
- Stretch your fingers, hands, arms, and torso.

- Stand up and walk around for a few minutes periodically.
- Hands, wrists, and forearms are straight, in-line and roughly parallel to the floor.
- Head is level and balanced. It should be in line with the shoulders or torso.
- Shoulders are relaxed and upper arms hang normally at the side of the body.
- Elbows stay in close to the body and are bent between 90 and 120 degrees.
- Feet are fully supported by the floor or a footrest may be used if the desk height is not adjustable.
- Knees are about the same height as the hips with the feet slightly forward.
- Thighs and hips are supported by a well-padded seat and generally parallel to the floor.
- Back is fully supported with appropriate lumbar support at the small of the back.



Proper back support is essential in preventing low back problems and neck problems such as forward head posture.