**ErgoSystems ErgoRED Quick Screen**

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| **The ErgoRED Quick Screen allows you to quickly evaluate a task to determine if pertinent ergonomics risk factors are evident. It is NOT intended to be a detailed ergonomics analysis – use it as a quick screen. If significant factors are identified use the Ergonomics Risk Factor Analysis Worksheet.** |

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| **Company:** |        | **Date:** |  | **Department/****Work Unit:** |       |
| **Prepared by:** |       | **Time:** |       | **Safety FYIs/ Injury History:** |       |
| **Job/Task Observed:** |       | **# People Affected:** |       | **Employees Observed:** |       |

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| **Reported Issues** | **YES** | **NO** |
| Indicate if any ergonomics issues for the job/task have been reported. **If checked “YES”, additional evaluation is warranted.** You can use the **Ergonomics Risk Factor Analysis** **Worksheet** for the more detailed ergonomics analysis. | **Safety FYI**  | [ ]  | [ ]  |
| **Incident Report** | [ ]  | [ ]  |
| **Supervisor/Employee**  | [ ]  | [ ]  |

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| **Posture, Force, Duration and Frequency by Body Part** |
| Use the ergonomics principle of **Neutral Posture** to identify by **Body Part** if out-of-neutral postures exist; and if so, indicate if level of **Force** to accomplish the task is **Light, Mod, Heavy,** or **Very Heavy**. Next determine if the task requires **Low**, **Mod** or **High** **Duration** (defined as static/sustained effort) and **Low**, **Mod** or **High Frequency** (defined as repetitions/minute)to accomplish the task.A rating of **“Heavy”, “Very Heavy”, “Mod”** or **“High”** indicates the need for use of the **Ergonomics Risk Factor Analysis Worksheet** for more detailed ergonomics analysis and intervention. |

| **Body Part** | **Posture** | **Force** | **Duration (static)** | **Frequency** |
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| ***Neck*** | [ ]  Look down > 30o[ ]  Look up > 100[ ]  Side bent > 150[ ]  Rotated > 20o | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Male_Look_Down.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Male_Look_Up.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Male_Neck_Side_Bend.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Male_Neck_Rot.png | [ ]  Light: < 5#[ ]  Mod: 5# to 10#[ ]  Heavy: 10# to 20#[ ]  Very Heavy: > 20# | [ ]  Low: < 10 sec[ ]  Mod: 10 to 45 sec[ ]  High: > 45 sec | [ ]  Low: < 0.5/min[ ]  Mod: 0.5 to 5/min[ ]  High: > 5/min |
| ***Shoulders*** | [ ]  Hands at shoulder/above[ ]  Shrugged shoulders[ ]  Reach behind body | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Male_Reach_Above_Head.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Male_Shld_Shrug.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Reach_Behind_Body.png | [ ]  Light: < 5#[ ]  Mod: 5# to 10#[ ]  Heavy: 10 # to 15#[ ]  Very Heavy: >15# | [ ]  Low: < 10 sec[ ]  Mod: 10 to 45 sec[ ]  High: > 45 sec | [ ]  Low: < 0.5/min[ ]  Mod: 0.5 to 5/min[ ]  High: > 5/min |
| ***Back*** | [ ]  Flexed forward >20o[ ]  Extended backward > 200[ ]  Bent sideways > 200[ ]  Rotated >20o | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Male_Back_Bent.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Male_Extended_Back.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Female_Back_Bent_Sideways.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Female_Back_Rot.png | [ ]  Light: < 10#[ ]  Mod: 10# to 20#[ ]  Heavy: 20# to 40#[ ]  Very Heavy: >40# | [ ]  Low: < 10 sec[ ]  Mod: 10 to 45 sec[ ]  High: > 45 sec | [ ]  Low: < 0.25/min[ ]  Mod: 0.25 to 3/min[ ]  High: > 3/min |
| ***Elbows*** | [ ]  Fully extended arm[ ]  Rotation of wrists/forearms, palms up/down | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Male_Two_Arm_Reach.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Forearm_Palm_Down.png | [ ]  Light: < 3#[ ]  Mod: 3# to 8#[ ]  Heavy: 8# to 15#[ ]  Very Heavy: >15# | [ ]  Low: < 10 sec[ ]  Mod: 10 to 45 sec[ ]  High: > 45 sec | [ ]  Low: < 0.5/min[ ]  Mod: 0.5 to 5/min[ ]  High: > 5/min |
| L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Forearm_Palm_Up copy.png |
| ***Hands, Wrists, Fingers*** | [ ]  Wrist flexed/ extended > 20o[ ]  Wrist deviated to side > 15o[ ]  Pinch grip[ ]  Power grip | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Wrist_Flexed.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Wrist_Bent_Thumb.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Pinch_Grip.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Power_Grip.png | [ ]  Light: < 2#[ ]  Mod: 2# to 5#[ ]  Heavy: 5# to 10#[ ]  Very Heavy: >10# | [ ]  Low: < 10 sec[ ]  Mod: 10 to 45 sec[ ]  High: > 45 sec | [ ]  Low: < 1/min[ ]  Mod: 1 to 5/min[ ]  High: > 5/min |
| L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Wrist_Extended.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Wrist_Bent_LittleFinger.png |
| ***Legs*** | [ ]  Squatting [ ]  Kneeling[ ]  On one leg/up on toes | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Squat.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\Kneeling.png | L:\Forms\Ergonomics Analysis Worksheet\Manufacturing Ergonomics Analysis\Images\One_Leg_Up_On_Toes.png | [ ]  Light: < 20#[ ]  Mod: 20# to 40#[ ]  Heavy: 40# to 60#[ ]  Very Heavy: >60# | [ ]  Low: < 10 sec[ ]  Mod: 10 to 45 sec[ ]  High: > 45 sec | [ ]  Low: < 0.5/min[ ]  Mod: 0.5 to 3/min[ ]  High: > 3/min |

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| **Other Factors** | **YES** | **NO** |  | **Other Factors** | **YES** | **NO** |
| **Production/Quality** – affected negatively | [ ]  | [ ]  |  | **Contact Stress** – hard surface pressure on body from sitting or standing | [ ]  | [ ]  |
| **Training** – inadequate safety or process training | [ ]  | [ ]  |  | **Contact Stress** – sharp edge pressure on body from workbench or tool, etc. | [ ]  | [ ]  |
| **Vibration** – tool use (grinders, sanders, etc.) | [ ]  | [ ]  |  | **Tools** – incorrect tool or used incorrectly | [ ]  | [ ]  |
| **Vibration** – driving vehicles (fork trucks, etc.)  | [ ]  | [ ]  |  | **Task lighting** – inadequate task light for inspection | [ ]  | [ ]  |
| **Temperature/Cold** – exposure to cold environments | [ ]  | [ ]  |  | **Ambient lighting** – too low or high level of ambient lighting | [ ]  | [ ]  |
| **Temperature/Hot** – exposure to hot environments | [ ]  | [ ]  |  | **Vision** – difficulty in seeing parts/materials | [ ]  | [ ]  |