

A Free Tool Box Talk From Safetyphoto

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Display Screen Equipment (DSE)

Tool Box Talk

Course Outline

- Safe use of DSE
- State key legal requirements
- Hazards associated with DSE

What is display screen equipment?

- Usually part of a computer system
- Screen
- Keyboard
- Input devices



Potential health risks

- Visual discomfort
- Upper limb disorders
- Repetitive Strain Injury
- Aches and pains
- Eye strain
- Fatigue
- Stress



Responsibilities

Employer

- Assess risks
- Correct desk and layout
- Adjustable equipment
- Working environment
- Eye sight tests
- Organise workloads
- Information & training
- Investigate problems

Employee

- Follow safety rules
- Follow safe systems of work
- Adjust workstation properly
- Posture
- Rest breaks
- Housekeeping
- Hazard/incident reporting

Workstation

- Display screen
- Accessories
- Chair
- Work surface
- Telephone
- Document holder
- Desk lamp
- Footrest



Laptops

- Tasks used for
- Temporary workstation
- Prolonged use - docking station
- Permanent work station
- Use at home



Monitor Positioning



- Monitor in front of keyboard
- Top of monitor at eye level
- Arm's length away
- 10° backward tilt

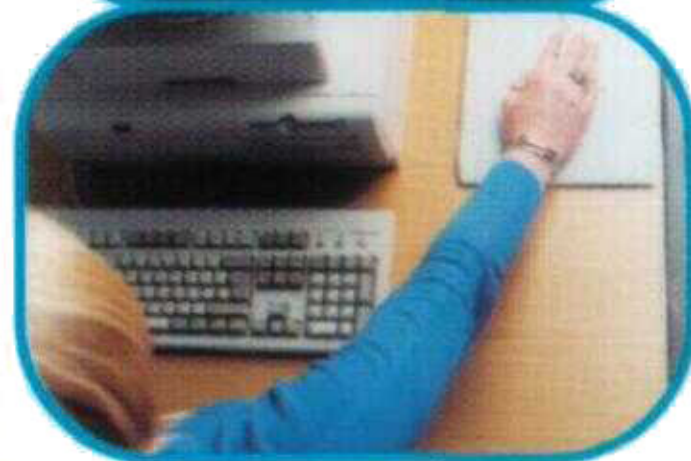
Monitor Positioning

- Bifocal/trifocal wearers may tilt their head backward
 - Lower monitor so head is held straight
 - Purchase new lenses specifically for computer use
- Screen considerations
 - Adjust brightness throughout the day
 - Keep the screen clean



Workstation - Mouse

- Position
- Over stretching ?
- Level surface
- Prolonged use
- Left/Right handed?



Mouse – Common Complaints



(c) safetyphoto

Workstation - Work Chair

- Stable
- Allows freedom for movement
- Adjustable in height
- Back adjustable in height & tilt
- Footrest, if required



Workstation - Environment

Radiation

- No real health hazard
- Reduced to negligible levels
- Modern equipment

Space

- Sufficient
- Manoeuvrability
- Flexible



Work routines - breaks

- Before onset of fatigue
- In 'work' time
- Short & frequent
- Non-DSE related tasks
- Away from the screen



Health issues

Eye and eye sight tests

- Request free eye sight test
- Employer can specify Opticians
- Free glasses for DSE work, if specified by Optician

Pregnant women

- No conclusive evidence of harm
- Work to be assessed
- Additional adjustments to workload, breaks, layout etc...

User responsibilities

- Is the chair at the correct height?
- Is the screen at the correct height?
- Arms horizontal with keyboard?
- Are feet flat on floor/footrest?
- Is backrest supporting the back?
- Are you sitting in an upright posture?



User checklist

- Seat height
- Seat tilt
- Use of arm rests
- Support for wrists
- Footrest
- Keyboard position
- Keyboard height
- Keyboard slope
- Screen position
- Glare/reflections
- Sufficient desk space?
- Mouse accessible and comfortable
- Are you sitting comfortably?

Solving common problems



Solving common problems



Solving common problems

