

# Ergonomics

FOR STATE AGENCY AND PUBLIC UNIVERSITY OFFICE ERGONOMIC ASSESSORS



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saif.com

## Give me a break!

By [Dawn Jacobs](#), Senior Safety Management Consultant

Even with an ergonomically sound work station, our bodies are not designed to sit or stand for eight hours without frequent breaks. Approximately every 30 minutes, treat yourself, and encourage others, to take a mini-vacation, or micro-break, from the task at hand.

### What is a micro-break?

A micro-break is a brief—30 seconds to five minutes—fatigue fighter that positively affects productivity, problem solving, and creativity by relieving muscular tension and refreshing the mind. The key concept is to breakup repetitive or prolonged activities.

Micro-breaks do not have to be complex; here are three suggestions:

1. 30/30/30—Every 30 minutes, take a 30-second break, and focus on an object approximately 30 feet away. This technique relaxes the eyes and reduces head, neck, and shoulder tension.
2. Take a short walk. This may entail simply walking to the printer several times a day instead of batch printing or walking to the break room to refill your water bottle. If time is of the essence, a “walking meeting” maintains productivity while giving your body a break.
3. Take five minutes to perform active exercises, such as SAIF’s strengthen and lengthen series available through this link: [Strengthen and Lengthen](#). Remember to be mindful of your body’s capabilities or consult your physician before performing any exercise.

Forgetting to take micro-breaks when deeply concentrating is common, so set a reminder or try one of these free apps:  
**Stand up! The work break timer** (Iphone)  
**Randomly Remind Me** (Android)  
**EVO** (web-based cross platform)

### Upcoming Ergonomics Assessor Trainings

#### Basic Ergo Assessor

March 23, 2016 | Salem  
May 25, 2016 | Salem  
June 15, 2016 | LaGrande  
July 20, 2016 | Salem  
September 21, 2016 | Salem  
November 16, 2016 | Salem

For locations and to register online, visit [saif.com](#)

### Online Resources

[State of Oregon Office Ergonomic Consensus Guidelines](#)

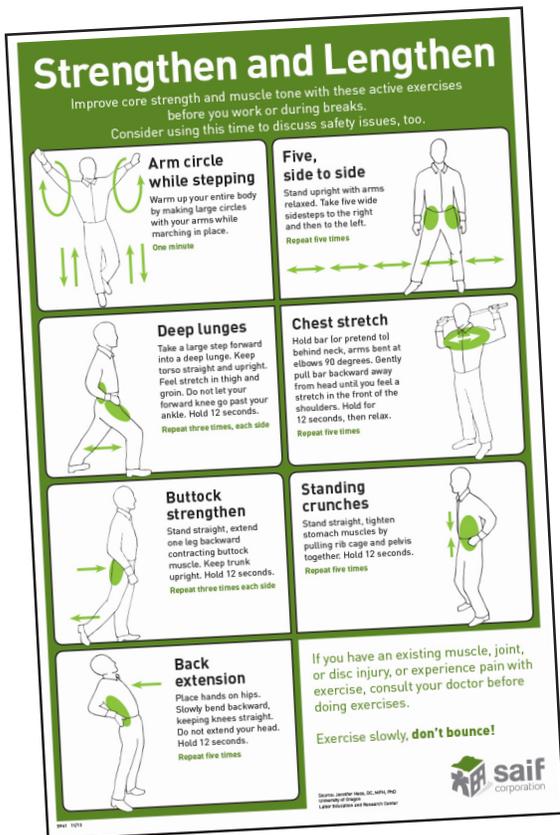
[Oregon OSHA Ergonomics Publications](#)

[OSHA.gov Computer Workstations eTool](#)

[SAIF Corporation Safety Topics](#)

### Ergo Assessor worksheet

[http://www.saif.com/Documents/Employer/trainings/S960\\_Ergo\\_Assessment\\_ff.pdf](http://www.saif.com/Documents/Employer/trainings/S960_Ergo_Assessment_ff.pdf)



## Recent Ergo Assessor Graduates

Reyna Ambriz Zavala | DHS  
Ashley Arrington | DHS  
Sarah Booze | DHS  
Kala Depue | DHS  
Connie Foster | DHS

Amy Jaidinger | DHS  
Theresa McCormick | DHS  
Stephanie Simone | DHS  
Kalii Nettleton | DHS-OHA  
Christopher Williams | DHS-OHA

Congratulations to the following employees who completed their required assessments for Office Ergonomic Assessor certification.

Lindsay Glankler | DOJ  
Michelle Chain | Military  
Kimberly Disciascio | ODOT  
Nameun House | ODOT  
Ann Rittenhouse | ODOT  
Jule Youngren | ODOT  
Matt Drahn | Salem Health