

**CITY OF CARSON  
EMPLOYEE SAFETY PROGRAM**

**ERGONOMICS TRAINING OBJECTIVES**

**Manager's Training**

- ✓ Reporting observations or suspected problems pertaining to the ergonomic design of work areas under their direct control
- ✓ Supporting corrections to ergonomics problems by ensuring that the appropriate information, equipment and resources are available to supervisors and employees
- ✓ Ensuring that programs are in place for appropriate ergonomics practices and conditions that address and resolve specific issues.
- ✓ Annually and periodically evaluating and tracking results of ergonomic processes within their departments.
- ✓ Utilizing ergonomics improvement team expertise or other resource, in conducting ergonomics analysis of equipment, job tasks, processes, procedures, etc.
- ✓ Ensuring that equipment purchased is adjustable to accommodate each worker's physical stature.

**Supervisor Training**

- ✓ Ensuring that work areas under their direct control are evaluated for ergonomic risk factors and the appropriate corrective actions are taken.
- ✓ Facilitating employee involvement in identifying and resolving ergonomics concerns in a timely manner
- ✓ Make ergonomics evaluation an ongoing part of worksite hazard/risk assessments.

- ✓ Apply ergonomic principles when workplace changes are been considered.
- ✓ Respond to employee concerns regarding ergonomic problems.
- ✓ Seeking assistance from ergonomic improvement teams or other experts as necessary
- ✓ Promptly responding to the needs of injured or ill employees.
- ✓ Initiating and completing ergonomic assessments following employee complaints.
- ✓ Ensuring that employees who engage in highly repetitive work participate in risk improvement projects.

**Ergonomics Team Members Training**

*(Receive specialized training in the identification, evaluation and reduction of ergonomics related risk factors)*

- ✓ Conducting worksite analysis
- ✓ Provide training regarding basic ergonomics principles
- ✓ Evaluating requests for ergonomic equipment, supplies and accessories
- ✓ Requesting additional consultation on ergonomic matters
- ✓ Making recommendations to management on matters relating to ergonomics in the workplace, the ergonomic program or other related topics
- ✓ Providing facilitation to resolve ergonomics issues in the workplace