

### Laboratory Ergonomics Checklist

Lab Benches	Yes	No
Is the height of work performed appropriate? <ul style="list-style-type: none"> <li>• Precision work: 1-2 inches above elbow height</li> <li>• Light work: 2-4 inches below elbow height</li> <li>• Heavy work: 8" or more below elbow height</li> </ul>		
Where static standing is performed, are anti-fatigue mats supplied?		
Is there adequate leg room for <b>sitting</b> (i.e. bench "cut out" to allow leg clearance, room for knees and feet)?		
Is there adequate leg room for <b>standing</b> (i.e. room for knees and feet)?		
Is there a foot support (foot rest, stool, ledge, bar)?		
Are items within an easy reach (no bending at the waist to reach further forward)?		
Does the workbench have a "rounded" edge or padding to reduce contact stress?		

Lab Chairs	Yes	No
Does the chair have adequate height adjustment?		
Are the feet fully supported on the floor, foot rest or foot ring?		
Does the chair have an adjustable seat depth?		
Arm armrests available that do not interfere with the workstation?		
Does the chair have an adjustable back support?		

Microscope	Yes	No
Are workers in ideal postures? (i.e. avoid hunching over or rounded shoulders?)		
Is the neck in a neutral posture (avoidance of bending the chin up or down away from the body)?		
Does the workstation allow for adequate leg room?		
Does the chair have adequate height adjustment?		
Are the feet fully supported on the floor, foot rest or foot ring?		
Does the chair have an adjustable seat depth?		
Does the chair have an adjustable back support?		
Have the employee/employees been properly training on microscope ergonomics, postures, etc.?		
Are tools and equipment used with the microscope within an easy reach (i.e. <16")?		

<b>Pipette</b>	<b>Yes</b>	<b>No</b>
Does the pipette used have minimal thumb/trigger force?		
Are electronic pipettes provided where needed?		
Are pipettes maintained in good working order?		
Does the employee take occasional microbreaks (2-3 minutes for every ~30 minutes of work)?		
Have the employee/employees been properly training on pipette ergonomics, postures, etc.?		
Are tools and equipment used with the microscope within an easy reach (i.e. <16")?		
Are the wrists as straight as possible in a neutral posture?		
Does the employee pipette less than 2 hours per day.		
Are vials, flasks and other tools easy to open/close with minimal force?		
Is the neck in a neutral posture (avoidance of bending the chin up or down away from the body)?		

<b>Fume Hoods/Biosafety Cabinets</b>	<b>Yes</b>	<b>No</b>
Are the employees arms relaxed in a 90-110° angles?		
Are tools, equipment, samples, etc. within an easy reach (leaning forward or excessive reach can be avoided)?		
Is the neck in a neutral posture (avoidance of bending the chin up or down away from the body)?		
Is the hood adjustable?		
Can the employee alternate between sitting and standing?		

<b>Computer Workstation</b>	<b>Yes</b>	<b>No</b>
Are chairs/stools available?		
Does the chair allow for adjustment to meet individual needs (i.e. seat height, back support height, seat depth, etc)?		
Are the feet fully supported on the floor, foot rest or foot ring?		
Is the top of the monitor at or slightly below eye level?		
Is there adequate leg clearance (i.e. thickness of work surface less than 2 inches, no drawers above the thighs, etc)		
If performing data entry, is a document holder available?		
Are the keyboard and mouse at the same height and orientation (no awkward reach)?		

**A "No" answer to any question indicates there may be a potential risk.**

To further evaluate the ergonomic risk, an ergonomic evaluation is recommended. Click the links below to schedule and evaluation. Call/email the ergonomics office with any questions.

**[Schedule an Industrial \(Laboratory\) Ergonomics Evaluation](#)**

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