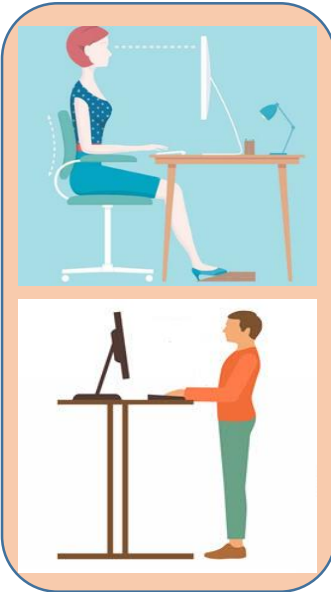


WORK COMFORTABLY AND SAFELY ON YOUR COMPUTER AT HOME DURING COVID-19

One of the measures to contain the spread of coronavirus (SARS-CoV-2) is to work from home. Working from home may present a challenge in adopting good postures in workers whose work is mainly performed on computers. Through the application of ergonomics principles, the well-being and productivity of workers can be maximised while minimising discomfort and pain associated with computer work. A designated workstation ideally located in a room with minimal distractions should be created following proper computer workstation set-up.

PROPER SET-UP OF COMPUTER WORKSTATION

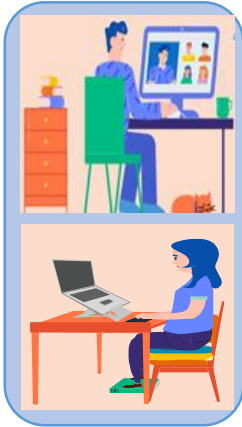


- ✓ **DESK**
 - Top is just below elbow height for optimal working height:
 - shoulders are relaxed and upper arms close to the body.
 - forearms and wrists in line and supported.
- ✓ **CHAIR**
 - Adjusted such that elbows are just above top of desk for optimal working height:
 - feet supported on floor or footrest.
- ✓ **MONITOR**
 - Facing away from light sources to prevent reflected light.
 - Adjusted such that the top of the screen is at eye level for optimal viewing height.
 - Placed with screen at arm's length from the body for optimal viewing distance.
- ✓ **KEYBOARD**
 - Placed in front of the body and monitor to promote good posture of upper limbs.
- ✓ **MOUSE**
 - Placed next to the keyboard on the side to promote good posture of upper limbs.

CREATE A COMFORTABLE WORKSTATION AT HOME

Equipment, furniture and other items available at home can be used to set-up a workstation that promotes good working postures. Such a workstation would minimize strain on the worker. The use of a laptop requires an external keyboard and mouse to allow flexibility in setting up these components to prevent poor working postures. To achieve a comfortable workstation, the following tips could be applied in addition to and in line with proper set-up of computer workstation.

- ✓ **DESK**
 - Width to allow placing of monitor such that screen is at optimal viewing distance.
- ✓ **CHAIR**
 - Cushions placed to attain working height and maintain lumbar curve:
 - feet supported on objects such as boxes if not touching the floor.
- ✓ **MONITOR**
 - Height elevated to viewing height using objects such as books.
- ✓ **KEYBOARD**
 - Connected to laptop, for ease of positioning to attain good posture of upper limbs.
- ✓ **MOUSE**
 - Connected to laptop, for ease of positioning to attain good posture of upper limbs.



NOTE: No cabling across the floor to prevent tripping hazard; room to have sufficient lighting to prevent poor postures; breaks to be taken frequently to revive the body; contact your doctor or NICD on experiencing COVID-19 symptoms related to COVID-19



COVID-19

COVID-19 Workplace Preparedness & Prevention
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