

1 Develop Prioritized List of Jobs

1. Initial Ergonomics Audit

2. Conduct Review of MSD Records

3. Conduct Employee Surveys

2 Ergonomic Analysis

4. Conduct Ergonomic Analysis

5. Take Video & Photos

3

Develop Ergonomic Opportunity List

6. Develop Ergonomic Opportunity List and Prioritize Jobs for Improvement using ICE method

4 Determine Best Solution with Team Approach

7. Get Ergo Team & Employee Input

8. Use Team Approach to Determine Best Solution

9. Consider All Affected Employees & Processes

5 Obtain Final Approval & Implement Solution

10. Cost Justify Solution

11. Obtain Final Approval. Generate Work Order.

12. Implement Ergonomic Improvement

13. Take Video & Photos

6 Evaluate Ergonomic Improvement

14. Conduct Evaluation of the Ergonomic Improvement. Make adjustments if needed.

15. Return to Ergonomic Opportunity List