Ergonomic Work Analysis Process

Defining the Problem
• Collect information on company/organization
• Collect information on problem(s)
• Analyze historical trends in health or performance records
• Identify any ‘triggers’ or critical incidents
• Select ergonomic case criteria
• Compute total incidence (Cases/Total/Time)
• Undertake comfort level survey

Analyzing Problem Jobs
• Identify areas/jobs/workers with problems
• Select and analyze target jobs
• Select appropriate analysis and recording procedures
• Compile job description(s)
• Determine job exposure
• Compile list of duties
• Determine duty exposure
• Interview selected case and control workers

Implementing Ergonomic Solutions
• Identify possible ergonomic solutions:
  – administrative controls
  – engineering controls
  – re-allocation of function
  – education/training
• Define requirements for an ergonomic solution
• Select appropriate ergonomic solution
• Implement ergonomic solution
• Measure solution effectiveness against criteria
• Report preparation