



# Taylor'd ERGO TIMES

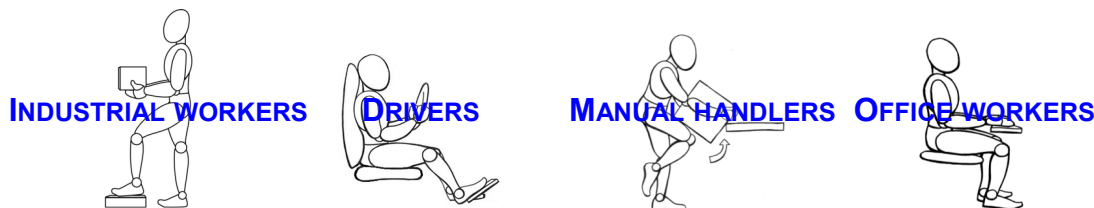


## Mandatory H&S Training...the ERGO supplement

As most of you must know by now, the Ontario Ministry of Labour (MOL) has instituted mandatory H&S awareness training for all Ontario workers and Supervisors. (See [www.labour.gov.on.ca/english/hs/training/workers.php](http://www.labour.gov.on.ca/english/hs/training/workers.php) for info.) We hope the July 1 deadline is not approaching you by surprise, but if it is, we're here to help. The MOL offers free downloadable e-learning. However, we would be happy to facilitate the MOL's safety training for you, if you'd prefer to have a "live" person lead the training.

But wait, there's more! If you are like most Ontario workplaces, a majority of your injuries are musculoskeletal. Why not address these issues with some high-quality ergo awareness training when you roll out the safety training? All you need to provide is a room with tables and chairs, and we'll do the rest! We even quiz participants and provide certificates of completion, to ensure accountability.

We have developed one-hour, HANDS-ON, ergo awareness training for four types of audiences:



### Options:

- We can offer up to five sessions in one day.
- We can run the sessions on off-shifts.
- We can schedule the ergonomist to stay at the workplace for the balance of the day to help with job coaching, sit-fits, or chair adjustments.
- Supplement the course with our posters, to reinforce the message.
- We can offer different topics for different groups of employees.
- Consider offering a breakfast-n-learn session in the morning, followed by ergonomist support, and then a lunch-n-learn session at noon, followed by ergonomist support.

Call our office, or download info from our website at <http://www.taylordergo.com/resources/>.

### Our mission:

Inspiring, building, and supporting partnership between your organisation and our innovative team to advance ergonomics excellence.

### Our team:

**Carrie Taylor**  
M.Sc., CCPE, CPE  
Principal Ergonomist

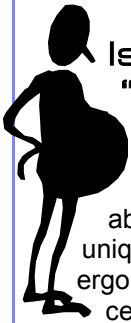
**Karen Hoodless**  
M.Eng., CCPE, CPE  
Operations Manager/Ergonomist

**Annie Barnwell**  
M.Sc., CCPE  
Ergonomist, London, ON

**Vanesa Reider**  
M.Sc., AE  
Ergonomist, Mississauga, ON

All of our ergonomists are certified professional ergonomists, or associate ergonomists, through the Canadian College for the Certification of Professional Ergonomist ([www.cccpe.ca](http://www.cccpe.ca)). We are also members of:





## Is your ergonomist on "mat" leave?

Is your site ergonomist on mat leave, going on mat leave, or parental leave? Let us cover her/his absence! Taylor'd Ergonomics is uniquely qualified to step in to cover your ergonomist's leave. Our ergonomists are certified (CCPE or AE), and trained to handle any ergo issue, from manual handling to bus driving, and from office work to patient handling. We can handle concerns as they arise, using your reporting templates or ours, and we can also offer support to maintain your ergo program, such as training, awareness sessions, and "handouts", posters, or bulletin board content. Contact Carrie for info.



## Our "20th" year!

In May, we enter our 20th year in business. (Our team has actually accumulated over 60 years of combined experience.) Who would have guessed that we'd still be enjoying this, after all these years? Rarely a day goes by when we don't learn something new, see some task or process that we've never seen before, or come across some incredible idea. We can't imagine doing anything else!

## Newsletter news...

In an effort to control our mailing costs, no issue will be released in July/August. Many of our newsletters are also available on the "resources" page of our website at [www.taylordergo.com/resources](http://www.taylordergo.com/resources).



**Save a tree.** We're happy to send you a hard copy if you prefer to read from paper, but we also distribute the newsletter electronically. Let us know if you would prefer to switch to email.



**If you move,** or if your mailing address is incorrect, please let us know by email [info@taylordergo.com](mailto:info@taylordergo.com), by calling 519 623 7733, or by faxing 519 623 9164 a correction.



**Please share.** After you've read it, please send the newsletter along to a colleague, post it on your safety board, take it home for your family, or leave it in your lunch room. When everyone is done with it, please recycle!

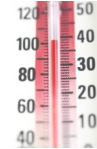
## Annie's back!

Please join us in welcoming Annie back to our team, after her maternity leave! Annie works primarily out of our London office, and has extensive experience with poultry processing, bakery/food, heavy equipment, and automotive parts. Call 519 623 7733 to book Annie to help you!



## Heat stress, really?

As I write this, wearing my heaviest sweater and warmest socks, it's hard to imagine that it will ever be hot. And it's perhaps even harder to imagine that anyone could complain about too much heat. But we know both will happen. If global warming means "more extreme weather", then we are bound to be in for a hot summer.

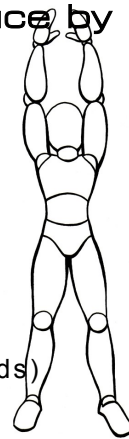


Please don't wait until the temperature climbs before you get your heat stress prevention program in place or updated. Call us for help now!

## Risks you may reduce by not sitting

WORD JUMBLE  
Answers on our website.

- S**ADIETEB
- T**OSYBIE
- A**NECCR
- N**ABPICKA (2 words)
- D**AHTE
- U**THREAREFILA (2 words)
- P**HNERNSTEIOY



## Free Ergo Speaker

If your **professional association** is looking for a speaker on an "ergo" topic, please contact Carrie. We would be happy to come out to speak with human resources professionals, safety professionals, disability managers, production managers, or engineers! If you are within an hour radius of one of our offices, we usually come at no charge!

We recently developed and presented a session on "**Developing and maintaining a successful ergo program**" for the London HRPAO group. We've also recently presented on the topics of **Aging and Ergonomics**, and **Supervisor responsibilities** for ergonomics.

For pricing on presentations for employees at your workplace, please see our "**face-2-face**" info at [www.taylordergo.com/resources/](http://www.taylordergo.com/resources/).



## Our store!

If you are looking for ways to increase employee engagement with your ergo program, we offer many "ergo" products, such as travel tumblers, grocery bags, clip boards, lunch bags, water bottles, and posters.

Our **posters** have been very popular....4 topics are available:

- Driver ergo (NEW!)
- Lifting tips
- Stretching
- Office ergo (NEW!)

Pricing:

- 1-9, \$5.00 each
- 10-24, \$3.60 each
- 25-99, \$3.00 each
- 100+, \$2.40 each

Call us for shipping prices on volume orders. Credit cards accepted!

## CLEARANCE

**SALE!** We are clearing out our grocery totes (with ergo graphics).



Reg. \$5 each.

**Summer price: \$2** These bags make great handouts/prizes for your wellness or H&S sessions.

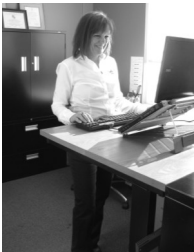


## Sitting is killing you: Standing, walking, or cycling at your desk

In the wake of the recent campaign against sitting, we've seen a surge of requests for help with introducing sit/stand workstations, and also inquiries about the benefits of cycling or walking at an office workstation. We know that prolonged sitting increases the risk of many health issues. As ergonomists, we frequently hear about back pain from office workers, but we rarely hear these complaints from standing workers. So yes, we do support standing when possible.

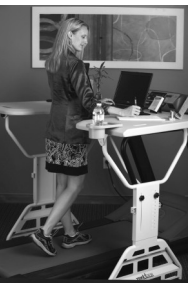
When we do an office assessment, we do what we can to adjust chairs to ensure foot support, optimise low back support, and make sure that arms and neck are as neutral as possible. However, when you sit, your low back inevitably flattens out as the pelvis rotates. This puts the back in a "flexed" (slouched) position. We also know that the back needs movement to stay healthy, and sitting prevents us from moving.

Vendors have been very quick to pick up the "sitting is the new smoking" campaign, and have started to market a wide variety of office equipment, including sit/stand desks, treadmill desks, and even "cycling" equipment for under your desk.



Some key points to consider, if you plan to **stand** to work:

- Wear sensible, supportive footwear with cushioned insoles, and low or no heels.
- If possible, use an anti-fatigue mat.
- Make sure that your keyboard and mouse are adjusted to *your* standing elbow height for computer work. For writing, a surface should be a bit higher than elbow height, so that your forearms are supported.
- The top of your screen(s) should be at eye level. Many people leave the monitor too low when they stand.
- Introduce the change gradually. If you signed up to run a 10 k in August, you wouldn't start your training by running 8 k. Start with 10-20 minutes, twice per day. Seriously, no more! Then increase the total amount of standing by no more than 10% per week, with the goal of standing for at least half your day.
- Do not increase your food intake because you know you are burning more calories. Yes, you will burn a few more calories, and standing might even temper your appetite. However, just because you burn about 80 calories per hour doesn't mean you should eat 80 calories more! (You would have burned 50 calories just by sitting!)



Some key points if you plan to work while **walking** (*in addition to above*, photo courtesy of trekdesk.com):

- Keep your walking pace slow. A pace of 1 mph (about 1.5 km/h) has been suggested by manufacturers. This is much slower than a regular walking pace (5 km/hr). Don't set out to beat any records. Your co-workers will appreciate that you are not lending your office that "gym" aroma.
- Consider organizing your day so that tasks that require less concentration can be done while walking. Conference calls, reading or watching media on a screen, or responding to emails can be accomplished easily, provided you keep your walking pace low. Analysing a site plan, or filling out an important contract, probably warrants stationary postures. Some people are just not good at multi-tasking, and may not be able to "split" their attention between work and mobility demands. If you're the type of person who can't walk and chew gum at the same time, this might not be for you.
- Beware the tendency to "plant" your forearms on a hard edge to "anchor" them for typing. If you can't float your arms above the keyboard, you are probably walking too fast. Even at a slow pace, your body (and therefore your arms and your head) will move a centimeter or two up and down, and forward and back. Your keyboard and screen will not!
- If your treadmill desk provides work surfaces at the left and right, be very cautious while using these. Your brain uses some of its capacity to direct you to walk....just as distractions can cause a driver to swerve, trying to concentrate, while walking forward, and reaching to work on the left or right, may cause an accident.
- Use the safety clip! If you drop something, or someone distracts you with exciting news, you want the treadmill to stop, not throw you off the back!



Key points if you plan to **cycle** (photo courtesy of deskcycle.com):

- While cycling is less demanding than walking, it is more active than sitting, and so it offers "energy" benefits. However, keep in mind that you are still SITTING, and so the back posture is not as good as standing.
- Because you're sitting with feet on pedals, reaching to the side may be more awkward.
- If you adjust your keyboard/mouse to elbow height, you will likely hit your knees on the bottom of the worksurface.

Most of us don't have the option to stand, walk, or cycle while working at our desks, but we do still have the ability to stand and stretch while we talk on the phone, or walk to pass a message that could have been emailed. No matter how you introduce "activity" into your lifestyle, we encourage you to do it gradually, in moderation. You can find many, many testimonials on the internet from people who have benefitted from these types of change, but many of them were motivated by extreme health issues. While we'd prefer that people were more proactive in their choices, we understand that sometimes, people need pain to prompt a change. So the next time you ache, try standing for a few minutes! You'll be glad you did.



### Physical Demands Description May 7-8, or September 9-10

This two-day session will allow participants, including ergo co-op students, nurses, safety coordinators, and return-to-work coordinators, to collect data and write a concise physical demands description report for the WSIB, employee's doctor, physiotherapist, or for internal company use. [You'll learn to:](#)

- Identify a **primary job objective**.
- Discriminate between **essential** and non-essential duties.
- Use **tools** to *measure force, posture, and repetition*.
- Learn to take **photos** effectively. (Bring a digital camera from your facility, or use one from our class set.)
- Measure and document **workstation** parameters.
- Describe environmental, sensory, and mobility demands.
- Write a **concise physical demands description report** including a summary of the "functional requirements" that matches the WSIB's FAF form.
- Validate** the report, obtaining worker and management verification.

### MSD Hazard Control May 20

Participants in this one-day course will learn to how identify and implement quick fix solutions. **THIS IS THE PERFECT COURSE FOR YOUR JHSC!**

[You will learn to:](#)

- Effectively conduct a **brainstorming** session, to develop creative and practical solutions.
- Use **simple machines** (levers, pulleys, wheels, etc) to solve ergo issues. (We'll inspire you with case studies!)
- Apply **basic ergo design guidelines** for working heights, reaches and clearance
- Conduct a **mock up**.
- Assist with **implementation** through coaching, posters, and other good communication methods.

### Ergo Design May 28

Participants, including engineers, safety coordinators, and ergo team members, will learn to incorporate effective ergonomic design features into new workstations, jobs, and layouts, using our detailed design guidelines. [You will learn to:](#)

- Describe and use "**anthropometric** (body size) data".
- Use design guidelines to identify the **specifications** of a solution. In particular, you will learn to apply the guidelines for working **height, reach, and clearance**, through a variety of case studies.
- The course also includes **detailed ergo design guidelines** for the following:

Carts	Design for repair	Hand work	Mechanical assists	Work design
Containers	Displays	Hand tool design	Personal protective equipment	Work flow/conveyors
Controls	Floor surface	Lighting	Seating	

**All of these workshops, and more, can be provided for your team, on-site. Call Carrie for more info!**

**Register and pay ONLINE at [www.taylordergo.com](http://www.taylordergo.com). To register manually**, complete and fax this page to 519 623 9164, with your purchase order number, or mail it with a cheque to Taylor'd Ergonomics, 38 Water Street South, Cambridge, ON N1R 3C5. Your registration will be **confirmed by fax or email, 1-2 weeks before the course**. Register early, as space is limited. Cancellations within one week of the workshop will be subject to a \$100 charge, although substitutions are welcome at any time.

Name(s): \_\_\_\_\_ Company: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

e-mail: \_\_\_\_\_ P.O.# \_\_\_\_\_ (if no PO, please send cheque with registration)

Please register me for the:

- MSD Hazard Control** course on May 20, \$360+hst
  - PDD** course on May 7-8, \$785+hst
  - Ergo design** course on May 28, \$425+hst
- HST#89765 6377



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