#### New York State Insurance Fund VYSIF nvsif.com

# SAFETY**PRINCIPLES**

## MANUFACTURING

### **EMPLOYEE HANDOUT**

#### ERGONOMICS- SAFETY TIPS

Complete sentences by choosing the correct letter from the list below.

- 1. Hold the phone with...
- Design work areas so employees...
- For repetitive tasks, rotate employees' job duties...
- Employees should alter their hand...
- 5. Avoid storing materials used frequently on overhead shelves... \_
- 6. Use ergonomically...
- 7. When using tools, use the minimum...
- 8. Avoid gripping tools too tightly and using the...

#### Select the correct letter:

- a. have enough space in their work stations.
- **b.** since reaching above could cause damage to the upper torso and arms.
- c. your hands, not your neck, or wear a telephone headset.
- **d.** to prevent ergonomic injuries.
- e, motions from time to time and conduct hand exercises.
- f. force needed to complete the job.
- g. friendly tools.
- h. same grasp to hold the tool for extended periods of time.





8. h. same grasp to hold the tool for extended periods of time.

- 7. f. force neede to complete the job.
  - 6. g. friendly tools.
  - torso and arms.
- 5. b. since reaching above could cause damage to the upper 4. e. motions from time to time and conduct hand exercises.
  - 3. d. to prevent ergonomic injuries.
  - 2.a. have enough space in their work stations.
- 1. c. your hands, not your neck, or wear a telephone headset. :ziup of shewanA



Employee

Date

Workers' Compensation & Disabilities Benefits Specialist Since 1914