

Useful Information

- Q Can work with VDU's affect my eyesight?
A No evidence has been found that VDU's cause eye disease or permanent eye damage. However long spells may cause eyes to become tired and sore. Try blinking more if the air feels dry or you regularly perform tasks that require heavy concentration. Consult your optician or doctor if in doubt.
- Q I suffer from headaches. Are these caused by my VDU?
A Headaches may be caused by a number of factors associated with your VDU. These include screen glare, image quality, stress from pace of work, staring at the screen too long, poor posture, incorrect spectacles. See your doctor if concerned about your headaches.
- Q I'm pregnant. Shall I stop working?
A You don't need to stop working with VDU's. No evidence has been shown that VDU use puts you or the baby at risk.
- Q I use a laptop. Are there any precautions I should take?
A Prolonged use should be avoided wherever possible. Consider a docking station at work to alleviate the postural constraints lap tops create.
- Q Do VDU's cause harmful radiation?
A No. Levels of radiation emitted from VDU's are set well below international recommendations.
- Q Can working with VDU's cause skin irritation?
A Very rare but a few individual cases have been highlighted. The cause is unknown. Sometimes increasing the humidity or allowing more fresh air into the room may help.
- Q Can VDU's cause epileptic fits?
A Most people with epilepsy are unaffected by working with VDU's.

[1]

More Information and Advice.

[1] Working with VDU's. Available free from the HSE website. www.hsebooks.com

Upper limb disorders in the workplace
HSG60 (Second edition) HSE Books 2002 ISBN 0 7176 1978 8

The law on VDUs: An easy guide: Making sure your office complies with the Health and Safety (Display Screen Equipment) Regulations 1992 (as amended in 2002)
HSG90 HSE Books 2003 ISBN 0 7176 2602 4

Work with display screen equipment. Health and Safety (Display Screen Equipment) Regulations 1992 as amended by the Health and Safety (Miscellaneous Amendments) Regulations 2002. Guidance on regulations

L26 (Second edition) HSE Books 2003 ISBN 0 7176 2582 6

Weblinks :

The RSI Association
www.rsi.org.uk

HSE Books—Order publications here.
www.hsebooks.com

HSE's website: www.hse.gov.uk provides information and other links. Particular information on musculoskeletal disorders (MSD), which include upper limb disorders, can be found on HSE's MSD webpage: www.hse.gov.uk/msd.

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Guidelines for

Workstation Set UP

Author : Carl Smith, Physiotherapist
Contact : mail@ONEphysio.com
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This leaflet has been created as a quick reference guide. More comprehensive guidance regarding DSE regulations can be offered from the organisation listed at the back of this leaflet.

Risk Factors Associated with your workstation.



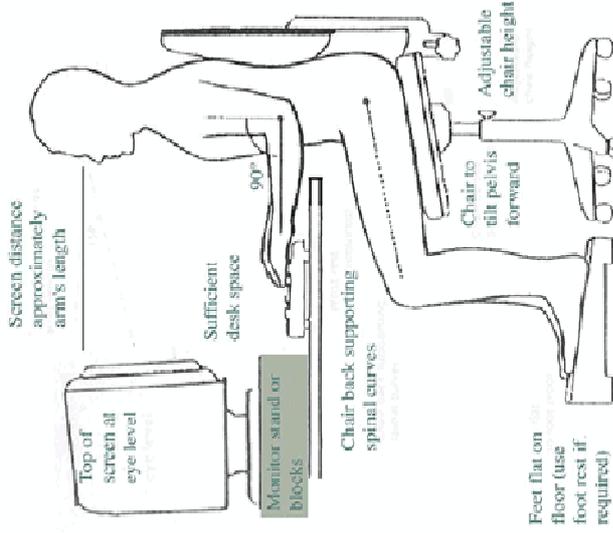
Should you be afraid of a mouse ?

Long periods of uninterrupted use of VDU's may predispose some users to aches and pains in their hands, wrists, arms, neck, shoulders and back.

Problems are normally associated with the way in which you use your and VDU and not the VDU itself.¹

Problems can normally be avoided by good workplace and good working practices (such as taking small frequent breaks away from your VDU).¹ If you experience any aches and pains attributed to your workstation it is important to let your supervisor or line manager know as early detection can allow appropriate risk assessments to be carried out to minimise the chance of the problem becoming more serious.

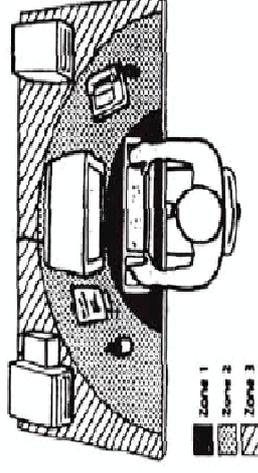
Are you sitting comfortably ?



www.rsi.org.uk

- Find a comfortable position by adjusting your chair and VDU. As an approximate guide you should be facing square on to your screen (not twisted) and your forearms should be horizontal with your eyes at the same height as the top of the VDU. The VDU should be approximately arms length away.
- Make full use of the chair support. Sit back into your chair to maintain support for the spine/pelvis. Try not to perch on the front of your seat.
- Keep your head in line with your shoulders and hips. i.e. not bent forward. This will decrease the tension created in the neck area.
- If you frequently talk on the phone while typing with both hands a headset may be recommended.

- Clear under your desk to give you freedom to move and stretch your legs throughout the day.
- Do you often copy work from documents onto the computer ? A document holder placed level with the VDU will help to minimise awkward neck and eye movements.
- Adjust curtains/blinds or alter your workstation position to avoid glare on the screen.
- Constantly over reaching for the phone or a particular piece of office equipment? Organise your desk into zones. Put things you use frequently close by.



Organise your desk top so there is space in front of you for immediate tasks, and space for lower-priority items elsewhere.

Zone your desk. (www.rsi.org.uk)

- Intensive use of a mouse, trackball or similar device may cause aches and pains in the fingers, hands, arms, shoulders.¹ Try to limit the time you spend on the mouse, learn alternative shortcuts (see www.rsi.org.uk) and take frequent breaks. Place the mouse close by so it can be used with a relaxed arm and straight wrist.
- When typing or using the mouse—do so gently, try not to over press the keys or buttons.
- Finally, take a break!. There are no legal guidelines but taking a micro break (1-2 mins every 10 mins of typing) and then at least one longer break away from your desk during the day (e.g. lunch) is a sensible plan. Try not to sit longer than 30 mins without changing your posture.