Construction Ergonomics Checklist

To be filled out and updated jointly by contractors and union reps — every 2 weeks or as a site changes. This document is intended to help develop an “eye” for ergonomic problems and prevent injuries.

/ / Site _________ General contractor _________ Union rep _________
(Date)

Subcontractor _____________________________ Signature ____________________
(Person filling out this form)

Materials handling

What heavy materials or equipment are being handled on site — drywall, rebar, concrete forms, anything over 20 pounds?

Do any workers have to lift more than 50 pounds at one time without help?  Yes  No

Do workers have to lift more than 20 pounds often? If yes, how can this be changed?  Yes  No

Are there handles to help carry materials?  Yes  No
If yes, are the handles easy to use and comfortable?  Yes  No

Are workers told to get someone’s help to lift heavy materials?  Yes  No
Are there carts, dollies, or other aids readily available for moving materials?  Yes  No
If yes, are the carts being used?  Yes  No
If no, why not?

If no, is the site clear enough to permit the use of carts?  Yes  No

Are materials delivered as close as possible to where they will be used?  Yes  No
If no, how can this be changed?
On what jobs do workers have to lift overhead?

How can this lifting be avoided?

Are materials stored at floor or ground level?  
**If yes,** do workers have to bend down to lift materials?

Can the materials be stored at waist height?

On which tasks do workers have to stretch to pick up or lift materials?

Can the materials be kept closer?

**Tools**

Are tools sharp and in good condition?

Which tools are very heavy or not well balanced?

Which tools vibrate too much?

Which tools must be used while in a difficult position?

Which tools have poor handle design?  
- grips too big or too small?  
- handles that are too short and dig into hands?  
- handles with ridges that dig into hands?  
- slippery handles?

Which tools require bending of wrists to use?

Do gloves ever make it hard to grip tools?  
**If yes,** what are they?
**Repetitive work**

Which tasks or jobs use the same motion dozens of times an hour for more than 1 hour per day?

What are the motions?

Can the number of repetitions be reduced by job rotation or rest breaks?  
Yes  No

**Awkward postures**

Which tasks involve work above the shoulders for more than 1 hour a day?

Can scaffolds, platforms, or other equipment cut down on the need to work overhead?  
Yes  No

Which tasks or jobs involve work at floor level or on knees for more than 1 hour a day?

Are knee pads or cushions available and are they used?  
Yes  No

Can equipment be used to reduce kneeling?  
Yes  No

Which jobs require workers to stay in one position for a long time?

Can rotation or rest breaks be used to reduce time in awkward postures?  
Yes  No

Which jobs require a lot of twisting or turning?

Which jobs require a lot of bending?

How can the need to twist or bend be reduced?
**Standing**

What jobs require workers to stand all day, especially on concrete floors?

Can anti-fatigue matting be used?  
Yes  No

Is it possible to use adjustable stools to allow workers to rest now and then?  
Yes  No

**Surface for walking and working**

Are working and walking surfaces clean and dry?  
Yes  No

Are the surfaces unobstructed?  
Yes  No

Are the surfaces even?  
Yes  No

**Seating**

What jobs require sitting all day?

Are the seats well-designed, easy to adjust, and comfortable?  
Yes  No

In heavy equipment, do workers have to lean forward to see/do their work?  
Yes  No

Does the seating in any heavy equipment vibrate a lot?  
Yes  No
**Production pressures**

Do any workers work piece rate?  
Yes  No

Have supervisors or workers been under production pressures that could lead to shortcuts and injuries?  
Yes  No

How could this problem be reduced?  
- More rest breaks?  
- More safety meetings?  
- A special safety rep on site?  
- Other  

**Training**

What training have workers had on ergonomics — preventing musculoskeletal disorders?  

What training have supervisors had on ergonomics — preventing musculoskeletal disorders?  

**Musculoskeletal symptoms**

Do workers feel free to report symptoms?  
Yes  No

Have any workers been reporting muscle pain, tingling, numbness, loss of strength, or loss of joint movement?  
Yes  No

If yes, where?  
- Back  
- Neck  
- Shoulder  
- Arm  
- Wrist  
- Knee

Which trades have the most problems?  
And what may be the main cause(s)?  
- Repetitive motion  
- Awkward postures  
- Fixed postures  
- Heavy lifting  
- Not enough rest breaks  
- Other

Do workers often appear exhausted at the end of the day?  
Yes  No
Solutions

What jobs on site are the most hazardous for musculoskeletal injuries?

**Most hazardous jobs for musculoskeletal injuries**

1. 
2. 
3. 
4. 
5. 

What has been done to get worker ideas to help reduce musculoskeletal injuries on the job?

What can be done working together to reduce these injuries?

What can be done to reduce the hazards or make the jobs easier?

**Proposed solutions**

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<th>Easiest to implement</th>
<th>Least expensive</th>
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