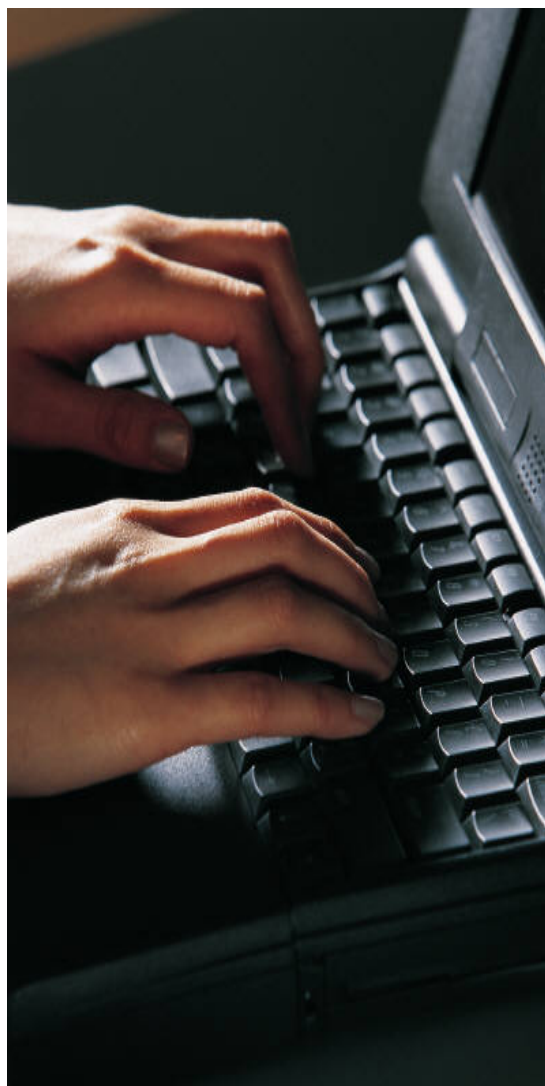


# Loss Prevention News

Provided by the Texas Municipal League Intergovernmental Risk Pool

## Is Your Computer a Help or a Hazard?



Computers are a great tool. They can be a labor saving device and have made us more productive. However, as with any tool, employers and employees need to be aware of the hazards and reduce the potential for work related injury associated with computer usage. The checklist below contains key areas to consider when evaluating your own office setting.

- Does the location of overhead fluorescent lighting cause excessive glare or does the monitor face a large window resulting in constant glare? *Eyestrain is a constant complaint among heavy computer users.*
- Are the computer components (monitor, computer case, etc.) used on a desk that is not designed for computers or is the keyboard itself located on the desk causing the height of the keyboard to place the operator's hands and arms in a fatiguing configuration? *Most desks have inadequate space for keyboards or displays. Insufficient desktop space and size of the computer monitor may require location of the monitor on desktop corners. This type of arrangement significantly increases strain in the user's neck.*
- Do people sit and operate their computers in a proper position or in one that is more comfortable to them personally? *Unknowingly, they can assume a harmful posture and expose themselves to occupational risk factors associated with development of carpal tunnel syndrome or other cumulative trauma disorders at their elbows, shoulders, necks and backs.*
- Are cables and cords safely bundled and secured? *Tripping over power cords is a common occurrence.*

For a more detailed review of your office settings and office safety, consult your Pool's Loss Prevention Representative at 800-537-6655. They want to help you reduce injuries to your staff.