

LEED® 2009: Six Steps for Ergonomics Credit

With the launch of LEED® 2009, the USGBC has recognized the value of workplace ergonomics as a proactive process. The Innovation in Design Process category provides for five possible points and one point can now be obtained for designs that promote good ergonomic design for existing or planned workspaces.

What constitutes good ergonomic design? “A comprehensive ergonomics strategy that will have a positive impact on human health and comfort when performing daily activity for at least 75% of Full Time Equivalent building users.”

Humantech has developed and deployed all the tools that address each of the four steps involved in achieving the ergonomics credit.

Step / Requirement	Methods	Humantech Tools to Get it Done
1. “Identify activities and building functions for which ergonomic enhancement (ergonomic strategies that exceed standard industry practice) is both possible and desirable through education and equipment, and wherever possible building users should be consulted on their preferences.”	<ul style="list-style-type: none"> ▪ Assemble project teams to analyze one or more existing ergonomics standards or guidelines ▪ (ANSI/HFES 100-2007, CSAZ412-00) to identify ergonomic opportunities 	<ul style="list-style-type: none"> ▪ Baseline Risk Identification of Ergonomic Factors™ (BRIEF) Survey ▪ BRIEF Exposure Scoring Technique™ (BEST) assessment ▪ NIOSH Lifting Equation spreadsheet
2. “Define a set of performance goals and expectations for the ergonomics strategy that address productivity, comfort, and health.”	<ul style="list-style-type: none"> ▪ Develop plan and design process to meet goals ▪ Provide procedures to track and report results ▪ Verify performance goals have been met ▪ Identify areas of further potential improvement 	<ul style="list-style-type: none"> ▪ Humantech Management System ▪ Risk Priority Management™ (RPM) software ▪ ergoTool™ software
3. “Provide Machines, Equipment, Tools, Work-Aids (METWAs), furnishings, and accessories that reduce the risk of work-related musculoskeletal disorders and are acceptable to a wide range of building users.”	<ul style="list-style-type: none"> ▪ METWAs conform to product specification guidelines and design checklists provided by Humantech (Source: Applied Industrial Ergonomics) 	<ul style="list-style-type: none"> ▪ The Handbook of Ergonomic Design Guidelines ▪ ergoTool™ software ▪ Vendorweb database
4. “Provide ergonomics education to building users. Provide at least two opportunities for building users to understand and take advantage of ergonomic features in their environment.”	<ul style="list-style-type: none"> ▪ Provide at least one interactive opportunity ▪ Provide at least one opportunity that includes an explanation of the METWAs (preferably by manufacturer) ▪ Conduct post-education evaluations 	<ul style="list-style-type: none"> ▪ Ergonomics for Managers and Supervisors (interactive Webinar) ▪ Ergonomics for Employees (e-training) ▪ How to Set Up Your Office Workstation (e-training) ▪ Ergonomics for Managers Pocket Primer ▪ Ergonomics for Employees Pocket Primer ▪ Ergonomics in the Office Pocket Primer

How Do Project Teams Get a Point for Ergonomics?

A project team must submit two pieces of evidence in their plans and actions. First, they must provide a narrative that speaks to the requirements and includes the following descriptions. Humantech has developed the tools that address both steps involved in assisting Project Teams to qualify for credit.

Step / Requirement	Methods	Humantech Tools to Get it Done
<p>1. Specify the steps taken to identify ergonomics enhancement opportunities</p>	<ul style="list-style-type: none"> ▪ Verification it is possible to exceed standard practices to achieve an ergonomically superior workplace. ▪ The performance goals and expectations, and the steps taken to meet them. ▪ The procedures put into place to track and report the results of the ergonomics strategy. ▪ Describe how the required actions will take place and the collaboration with the management team to carry out these procedures. ▪ How METWAs and furnishings benefit the building users in routine activities, the selection criteria for choosing the products ▪ The safety and health of the building user was considered ▪ Two ergonomics education opportunities available to building users, including their objectives and content. 	<ul style="list-style-type: none"> ▪ Gap analysis supported by published industry case studies ▪ Draft management system to document goals and milestones ▪ Guidance documents establish metrics. Process reviews verify ▪ Integrate with current continuous improvement process ▪ METWAs conform to product specification guidelines and design checklists provided by Humantech (Source: Applied Industrial Ergonomics) ▪ HT CSP verifies no built-in safety hazards (No One Gets Hurt) ▪ Ergonomics for Managers and Supervisors (interactive Webinar) ▪ How to Set Up Your Office Workstation (e-training)
<p>2. Submittal to provide a list of purchased METWAs and furnishings that have been selected to minimize the risk of work-related musculoskeletal disorders.</p>	<ul style="list-style-type: none"> ▪ Include cut sheets and manufacturer information for each METWA. ▪ Project teams consider METWAs, furnishings, and other ergonomic solutions that will reduce each of the accepted risk factors. 	<p>HT CPE confirms no risk of WMSD due to specified METWAs such as:</p> <ul style="list-style-type: none"> ▪ awkward, non-neutral work postures (e.g., neck, shoulders, hands-wrist, low back, elbows, lower extremities); ▪ duration of sustained/static work postures (e.g., leaning forward, elevated arms, continuous grip); ▪ grip and pinch forces associated with required tasks (e.g., correct tools); ▪ repetition and duration of tasks, especially those with non-neutral postures and/or higher forces; and ▪ contact stress, resting soft tissues of the body on hard or sharp surfaces