



Ergonomics MSI Hazard Identification Checklist

This is a simplified checklist to assist you in identifying potentially unhealthy/unsafe work conditions and to provide you with resources to eliminate/minimize those risks.

Please keep this checklist for your records and contact UBC’s Ergonomics Program (ergonomics.info@ubc.ca) for guidance, resources, and/or to request an ergonomics risk assessment.

MMH Hazards	Y	N	Below is a list of possible steps to take if yes to 1 or more	Completed?
Lifting ≥ 2hrs/day			<ul style="list-style-type: none"> Staff advised to attend MMH Ergonomics Training or dept. to provide site specific training that includes teaching how to assess the risk & how to lift/carry and push/pull/ safely Designated staff member trained in MMH Ergo Hazards & Control Measures MMH Risk Assessment Completed Control measures implemented (e.g. install a mechanical lift, use dollies/carts, reposition items to improve posture during lift) Contact ergonomics.info@ubc.ca to for specialized training and guidance with the MMH Risk Assessment and in developing control measures if needed 	
Lifting ≥25lbs				
Awkward lifting posture				
Forceful/awkward pushing/pulling				
Difficulty/Pain Reported				
Office Work	Y	N	Below is a list of possible steps to take if yes to 1 or more	Completed?
≥ 4hrs/day			<ul style="list-style-type: none"> Furniture/Equipment meets UBC’s Ergo Guidelines Staff advised to attend Office Ergo Training ≥ 1 Office Ergo Rep in the department Staff aware of Office Ergo Online Tools Contact ergonomics.info@ubc.ca to assistance, if needed 	
Difficulty/Pain Reported				
Laboratory Work	Y	N	Below is a list of possible steps to take if yes to 1 or more	Completed?
≥ 2hrs/day			<ul style="list-style-type: none"> Staff & Managers aware of Lab Ergo Online Guide Contact ergonomics.info@ubc.ca to conduct a risk assessment, provide training and to guidance on control measures if needed 	
Difficulty/Pain Reported				



Awkward Postures	Y	N	Below is a list of possible steps to take if yes to 1 or more	Completed?
Frequent or awkward bending			<ul style="list-style-type: none"> Contact ergonomics.info@ubc.ca to provide guidance or conduct a risk assessment, provide training and to provide guidance on control measures Control measures implemented (e.g. reposition items to reduce reach, rotate tasks, provide kneeling pads) 	
Frequent above shoulder level or awkward reaching				
Kneeling/Squatting ≥2hrs/day				
Difficulty/Pain Reported				
Vibration	Y	N	Below is a list of possible steps to take if yes to 1 or more	Completed?
High vibration tools (chainsaws, jack hammers, riveting hammers X ≥ 30 minutes)			<ul style="list-style-type: none"> Contact ergonomics.info@ubc.ca to provide guidance or conduct a risk assessment, provide training and to provide guidance on control measures Control measures implemented (e.g. lower vibration tools purchased, exposure limits set and all staff trained on these) 	
Moderate vibration tools (grinders, sanders, jig saws) ≥2hrs/day				
Difficulty/Pain reported				

For your records please record the following:

Department/Task Assessed:

Checklist Completed By:

Date Completed:

Date Reviewed by JOHSC:

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