



Ergonomic Assessment Request

If you would like an ergonomic assessment completed on your work area, please complete the form below and submit it to the Health & Safety department via email: ohs@lethbridgecollege.ca

Name:

Department:

Phone:

Office Location:

Position:

Date:

Reason (s) for Ergonomic Assessment (check all that apply):

- ☐ New Employee
- ☐ Recent Move
- ☐ Discomfort
- ☐ Stand up Desk inquiry
- ☐ Other

Comments:

Please note that recommendations made as a result of the ergonomic assessment such as keyboards, monitors, document stands, gel wrist pads, gel mouse pads, foot rests etc. are considered departmental purchases.

Stand up Desks and chairs (if required and qualify for purchase) will be covered under the ergonomic budget.