

**ERGONOMICS**

To minimize employees' risk of repetitive motion injuries (RMIs), the Superintendent or designee shall implement an ergonomics process to identify risk factors in the work environment that may result in injuries or illnesses to employees and shall design measures to mitigate such risk factors. The process may include a study of body movements and positions used during work, the tools and equipment used, the physical environment (such as temperature, noise, and lighting), and the organizational environment (such as deadlines, teamwork, and supervision) in order to identify potential causes of stress on the body over time, such as exertion or strain, awkward or sustained posture, or repeated motions.

An employee who experiences pain, numbness, stiffness, swelling, tingling, weakness, or other symptom(s) of a repetitive motion injury (RMI) or other musculoskeletal disorder that may be caused or aggravated by workplace conditions shall report the problem to his/her supervisor.

When an RMI which is objectively identified and diagnosed by a licensed physician to be a musculoskeletal injury has been reported by two or more district employees within a 12-month period, and is determined to be predominantly caused by a repetitive job, process, or operation of an identical work activity, the Superintendent or designee shall: (8 CCR 5110)

1. Evaluate each job, process, or operation of identical work activity at the work site, or a representative number of such jobs, processes, or operations of identical work activities, for exposures which have caused RMIs
2. Correct in a timely manner, or minimize to the extent feasible if correction is not possible, any exposures that have caused RMIs, taking into consideration engineering controls such as work station redesign, adjustable fixtures, or tool redesign, and administrative controls such as job rotation, work pacing, or work breaks
3. Provide staff training that includes an explanation of:
  - a. The district's ergonomics program
  - b. The exposures that have been associated with RMIs
  - c. The symptoms and consequences of injuries caused by repetitive motion
  - d. The importance of reporting symptoms and injuries to the district
  - e. Methods used by the district to minimize RMIs

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Legal References:

**State**

8 CCR 3203  
8 CCR 5110  
Ed. Code 44984  
Ed. Code 45192  
Gov. Code 21153

**Description**

Injury and illness prevention program  
Repetitive motion injuries  
[Required rules for industrial accident and illness leave](#)  
[Industrial accident and illness leave for classified employees](#)  
[Employer not to separate for disability members eligible to retire](#)  
[Authority of Cal/OSHA to adopt standards](#)  
[Workers' compensation](#)  
[Notifications re: workers' compensation benefits](#)  
[Conditions of liability](#)  
[Report of injury to insurer](#)  
[Provision of medical and hospital treatment by employer](#)  
[Disclosures and statements](#)  
[Notice of injury or death](#)  
[Place of employment; employment](#)  
[Occupational safety and health standards; special order](#)  
[Retaliation for filing complaint prohibited](#)  
[Standards for workplace ergonomics](#)  
[Injury and illness prevention program](#)  
[Reports](#)

Lab. Code 142.3  
Lab. Code 3200-4856  
Lab. Code 3550-3553  
Lab. Code 3600-3605  
Lab. Code 3760  
Lab. Code 4600  
Lab. Code 4906  
Lab. Code 5400-5404  
Lab. Code 6303  
Lab. Code 6305  
Lab. Code 6310  
Lab. Code 6357  
Lab. Code 6401.7  
Lab. Code 6409.1