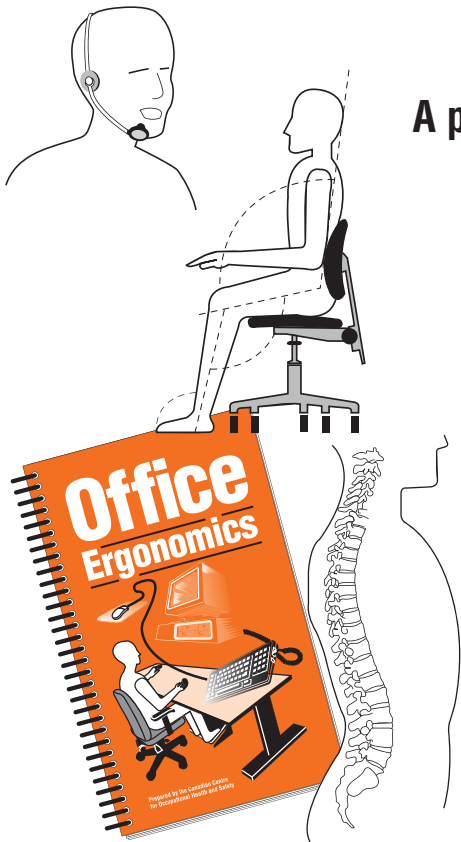


# Office Ergonomics



**A pocket-sized booklet designed for use as an on-the-job reference tool and information resource to help office employees to identify ergonomic hazards and take remedial action.**

- Includes criteria for job design and adequate office environment.
- Outlines how to design a workstation.
- Explains how to select and adjust an office chair.
- Helps you organize tasks to prevent discomfort and injury.

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