

Regulation 4257.2: Ergonomics

Status: ADOPTED

Original Adopted Date: 10/01/1997 | **Last Revised Date:**
07/01/2018 | **Last Reviewed Date:** 07/01/2018

The Superintendent or designee shall implement an ergonomics program 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 program shall 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:

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1. The district's ergonomics program
 2. The exposures that have been associated with RMIs
 3. The symptoms and consequences of injuries caused by repetitive motion
 4. The importance of reporting symptoms and injuries to the district
 5. Methods used by the district to minimize RMIs
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Strategies adopted for identifying and correcting workplace conditions or practices that may increase employees' risk of RMIs may be incorporated into the district's injury and illness prevention program developed pursuant to Labor Code 6401.7 and 8 CCR 3203.

State

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

Management Resources

DIR, Div. of Occup. Safety & Health
Publication
DIR, Div. of Occup. Safety & Health
Publication
Website
Website

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: 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

Description

Ergonomic Hazards, Fact Sheet H

Guide to Developing Your Workplace Injury and Illness
Prevention Program, rev. May 2011
CSBA District and County Office of Education Legal Services
California Department of Industrial Relations, Occupational
Safety and Health

Code

4113.5
4157
4157
4157.1
4161.11
4213.5
4257
4257
4257.1
4261.11
4313.5
4357
4357
4357.1
4361.11

Description

Working Remotely
Employee Safety
Employee Safety
Work-Related Injuries
Industrial Accident/Illness Leave
Working Remotely
Employee Safety
Employee Safety
Work-Related Injuries
Industrial Accident/Illness Leave
Working Remotely
Employee Safety
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