ALA CAPITAL CHAPTER EDUCATIONAL FORUM

LAW OFFICE ERGONOMICS

STEVEN J. MARTIN, AIA, LEED® AP
PRINCIPAL
GLOBAL LAW FIRM PRACTICE LEADER

Gensler
ergonomics

The science of fitting the job to the worker and adapting the work environment to the needs of humans. An overall goal of ergonomics is to promote health and safety and to optimize performance.
why?

• Lower rate of absenteeism
• Lower health care expenses
• Lower turnover rates
• Higher productivity
• Higher employee satisfaction
policy. place. people.
• Does your firm have a wellness program? Do you have a chair person?
• What’s your policy regarding requests for alternate furniture options?
• Do you budget for ergonomic needs?
Lawyers spend **50 - 70%** of their time in their office at their desks, performing focused work.

–Gensler research
the first protocol of its kind that focuses on human wellness within the built environment. It prescribes a series of technology enhancements and performance-based measures that are systemized across seven categories relevant to occupant health.
<table>
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<th>WELL Certified</th>
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Beckman Coulter, LA BREA, CA

Nourishment
Healthy Snacks
Nourishment
Healthy Snacks
LESS IS MORE: THOUGHTFUL SPACE REDUCTION
AIA NATIONAL CONFERENCE LAW OFFICE OF THE FUTURE
HEIGHT ADJUSTABLE WORKWALL, CREATIVE WOOD / GENSLER
CONFIDENTIAL PROFESSIONAL SERVICES FIRM, LOS ANGELES, CA
GENSLER’S WORKPLACE PERFORMANCE INDEX

= WPI
Identify a Wellness Champion and/or establish a Wellness Committee

Conduct training programs for adjusting furniture to fit the individual

Formulate firm policies for addressing requests for special ergonomic features

Consider pursuing WELL Building Certification
Budget for Ergonomic Furniture Solutions

Consider APPS to remind employees to take a stand-up / activity break (BreakTaker; StandUp! Take A Break – Stress-Free Productivity)

Get up and move at least every hour

Provide healthy food options
Consider hosting a weekly yoga or pilates class

Encourage use of more glass and access to natural light

Negotiate special monthly fees / discounts with a nearby fitness facility

Plan a variety of worksettings and provide choices of where to work throughout the day
Health & Wellness in the Law Firm
a checklist to promote well being

POLICY: OFFICE LEADERSHIP
☐ Identify a wellness "champion"
☐ Establish a wellness / ergonomics committee
☐ Develop a policy for addressing requests for special ergonomic furniture/equipment
☐ Develop a budget for ergonomic options
☐ Pursue WELL Building Certification
☐ Develop program to assess employee ergonomic needs
☐ Conduct a Workplace Performance Survey
☐ Conduct training for how to adjust chairs, position monitors & keyboards and arrange desk elements
☐ Establish formal "off-hours" for communications
☐ Policy for paternal as well as maternal leave

WORKPLACE ERGONOMICS
☐ Conduct employee ergonomic assessment
☐ Provide adjustable chairs
☐ Provide adjustable keyboard trays
☐ Provide retrofit to convert existing desk to standup desk
☐ Provide supplemental standup desk
☐ Provide sit/stand desks
☐ Provide variety of work settings from which to choose to work
☐ Provide treadmill desks as an option
☐ Provide stability balls as an option

OFFICE INFRASTRUCTURE
☐ Assess indoor air quality and water quality
☐ Facilitate natural daylight through use of glass office fronts
☐ Specify appropriate lighting levels for comfort
☐ Provide task lights
☐ Install Circadian lighting fixtures and controls
☐ Provide acoustical privacy in areas requiring focus
☐ Program to integrate plants in the workplace (biophilia)

NOURISHMENT
☐ Provide filtered water and/or hydration stations
☐ Provide healthy food options
☐ Provide healthy food with nutrition labels
☐ Provide seminars or programs on nutrition

PHYSICAL ACTIVITY
☐ Interconnecting stairs between office floors
☐ Access to fitness facility within the building
☐ Offer in-house yoga/ pilates/ fitness classes
☐ Negotiate reduced corporate rates for employees at local fitness club

RESOURCES
DELOS WELL Building Standard
http://delos.com/about/well-building-standard/
International WELL Building Institute
http://wellcertified.com
OSHA: Ergonomics Guide
Workplace Ergonomics Reference Guide
Ideal Ergonomic Calculator
BreakTaker (Free APP for PC)
http://www.techerator.com/breaktaker/
Stand Up! The Work Break Timer (free APP from iTunes)
Computer Workstation Checklist

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