

Selecting the appropriate posture for different tasks

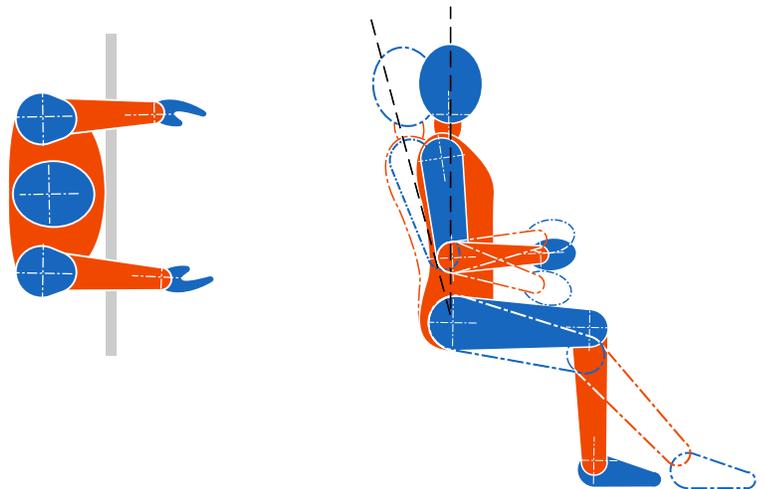
When deciding which work posture to adopt, it's essential to consider the task being performed, its duration, the workflow, and the needs of the person performing the task.

The different work postures presented in this document can be adopted to different tasks.

1 Sitting

Choose this posture when:

- Performing concentrated and focused work
- Working on tasks that may include demanding visual requirements (e.g., computer work, proofing documents, combined telephone and computer tasks)
- Performing the task does not require lifting or handling items weighing more than 4.5 kg



2 Standing

Choose this posture when:

- Performing tasks that require considerable movement away from the workstation or movement within the workstation
- The task might require lifting or handling items weighing more than 4.5 kg (e.g., while working in a shipping and receiving office setting and handling incoming materials)



3 Semi-standing

Choose this posture when:

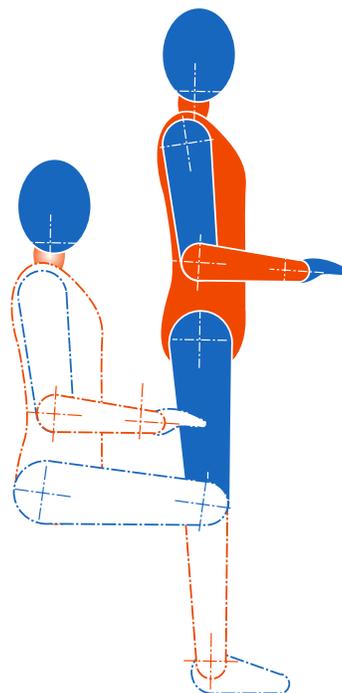
- Performing a variety of tasks, the majority of which are suited to standing but some of which are better suited to semi-standing
- The person performing the task needs to be at eye level with clients who are standing
- The person performing the task needs accommodation (e.g., they cannot fully sit and/or fully stand)



4 Sit to stand – Alternating between sitting and standing

Choose this posture when:

- Performing tasks that require long durations of concentrated and focused work in a seated posture
- Few alternative tasks or opportunities occur that require the worker to get up from the seated posture



5 Sit to stand – Alternating between sitting

Choose this posture when:

- The person performing the task needs to be at eye level with clients who are standing
- Performing a variety of tasks, the majority of which are suited to standing but some of which are better suited to sitting
- The task requires movement away from the workstation to other equipment (e.g., a printer)
- The person performing the task lifts or handles items weighing more than 4.5 kg
- The person performing the task frequently reaches to exchange items with customers who are standing
- Slow periods of service are common during which the worker can benefit from sitting

