

Display Screen Equipment

Health and Safety Tips of Operation of Display Screen

① Kept at a comfortable viewing distance at 350 – 600mm; the first line on screen is suitable at about or just below eye level

② Keyboard is tiltable and detachable from display screen; Keyboard is positioned at about elbow level; Kept wrist straight

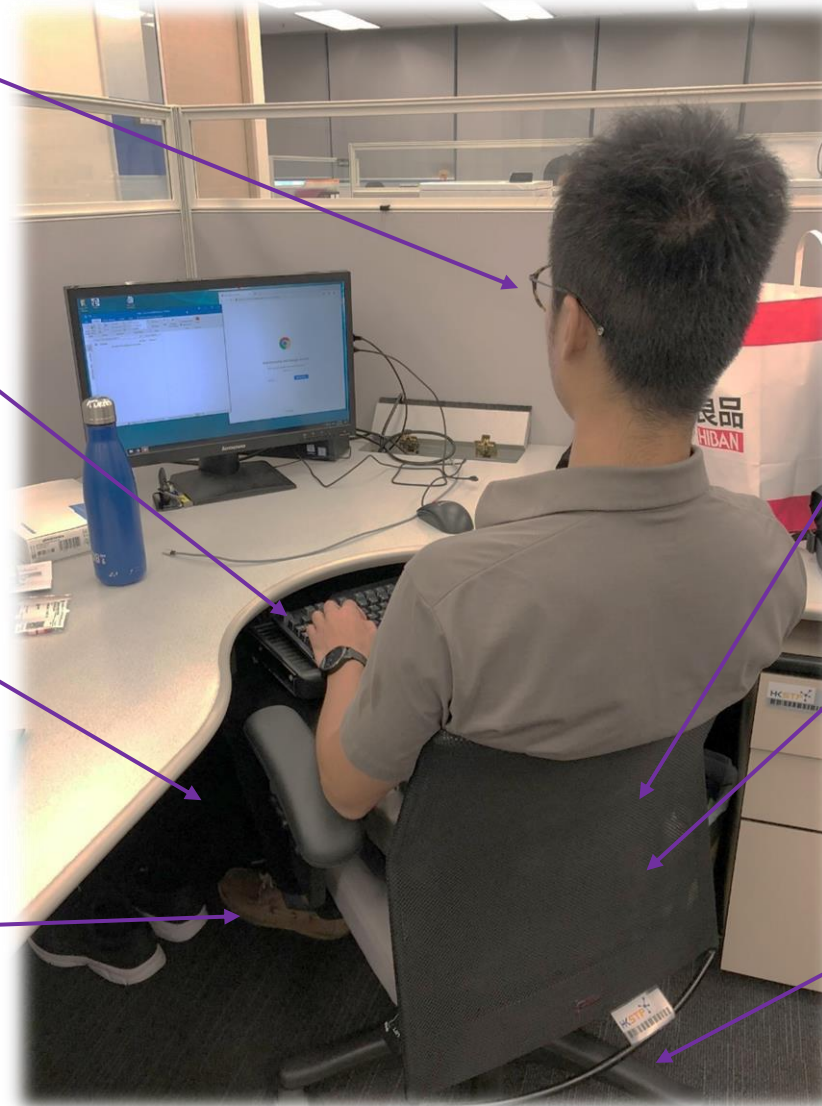
③ Remove any obstruction under the desk to maintain adequate legroom

④ Sit on the chair and keep your feet flat on the floor (footrest should be provided if necessary)

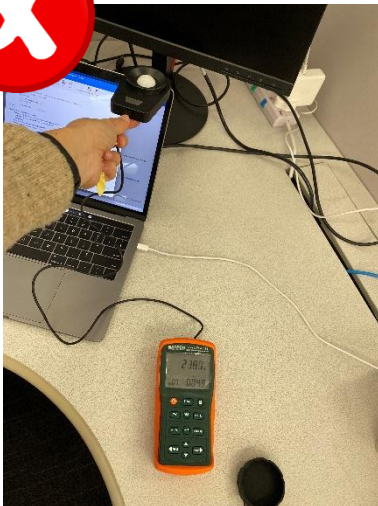
⑤ Chair should be adjustable in height to suit the body size of the user (400 – 500mm from the floor)

⑥ Backrest should provide adequate support to the lower back (should be easily adjustable in both height and tilt, if necessary, use external backrest)

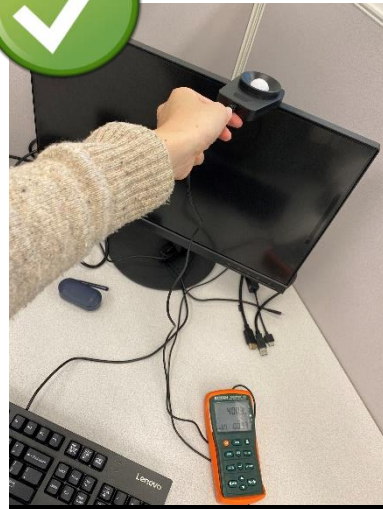
⑦ Have a stable base (a five-pronged base) with smooth castors



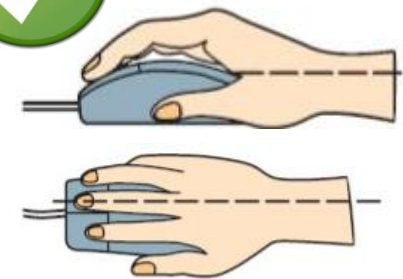
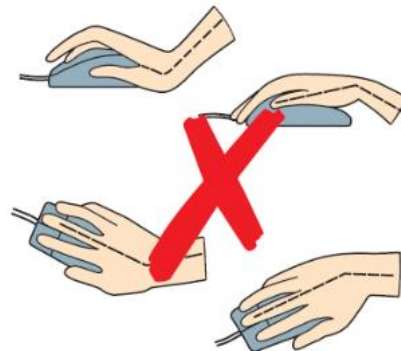
- The operator or display screen should not be placed in a position facing the window or strong glare. Use window blind or curtain to block the light if necessary
- Adjust the keyboard to appropriate height level; Sufficient space in front of keyboard should be maintained to provide support for the hands
- Adjust the brightness contrast of image based on the room lighting and task lighting
- A correct sitting posture should have the back straight but allow no twisting at all
- Avoid maintaining same posture for long period of time
- If prolonged viewing of DSE is needed, viewing of distant objects is recommended to alleviate eyestrain. Exercises for visual discomfort are highly recommended.
- Suitable illumination for general office work ranges from 300 – 500 lux



Lighting Level: <300 Lux



Lighting Level: 300 – 500 lux



Health and Safety Tips on Using Notebook Computer

- Connect external monitor to laptop for extending the height of the monitor screen (for better monitor to user's eye-level match)
- Connect external input devices, e.g. keyboard and mouse to computer (for better keyboard / mouse to user's elbow-level match)
- Use of wrist and / or mouse pad if necessary
- Use height adjustable swivel chair (for better seating to workstation height)
- Provide ergonomic carrying bag for taking laptop out of the office

