West Chester University Environmental Health & Safety                Date: _____/_____/_____
Ext. 3333

West Chester University Request for an Ergonomic Evaluation

Ergonomics is the scientific study of human work, and considers the physical and mental capabilities and limits of the worker during interaction with tools, equipment, work methods, tasks, and the working environment. The goal of an evaluation is to identify and correct ergonomic hazards in the work place. Hazards can be caused by work tasks, work stations, or a combination of both.

Please fill out this form completely and forward to the Environmental Health and Safety Office: 823 S High St. Or Email to EHS@wcupa.edu

Name: ______________________________ Phone: _____________________
Department: ___________________________ Bldg: ________________
Work Location(s): _____________________ Position: ____________________

Reason for Request: __________________________________________________
____________________________________________________________________
____________________________________________________________________

What part of your job do you think contributes to the issue? _____________________
____________________________________________________________________

Do you have any recommendations that might correct the issue? ________________
____________________________________________________________________

How long have you been at this job: _______________________________________

Any other information that might be helpful? _________________________________
____________________________________________________________________
____________________________________________________________________

Please provide a copy of this request to your supervisor and fill out the following:
Supervisor Name: _______________________________ Ext: ____________

Thank you!
Revised 08/2022