



LEED Pilot Credit Library

Pilot Credit 44: Ergonomics Strategy

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Applicable Rating Systems

This credit is available for pilot testing by the following LEED project types:

- New Construction
- Schools
- Retail – New Construction
- Healthcare
- Commercial Interiors
- Retail – Commercial Interiors
- Existing Buildings: Operations & Maintenance

Intent

To promote healthy, comfortable, and productive work by designing the workplace to accommodate its users.

Requirements

Identify activities and building functions that would benefit from the application of ergonomics in the selection of appropriate furnishings, equipment and education.

Consult current ergonomics standards and guidelines relevant to the tasks that will be performed in the building. For computer workstations, these include:

- BIFMA G1-2002 (to be superseded by BIFMA G1-2011 when approved)
- ANSI/HFES 100-2007
- CSA Z412-00 (R2011)

For non-computer workstations these include:

- Z1004-09, OSHA 3192-05N(2004)
- OSHA 3182 (revised 2009)

Prior to designing the interior (including lighting, thermal environment, office layout, individual workstation design, furnishings and equipment) consult with and analyze occupant needs. Review potential design options with occupants.



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Analyze these occupant needs:

- User characteristics (age, size, shape, weight, ability/disability, gender)
- Tasks performed (including relative importance and priority of tasks, frequency, duration)
- Equipment and materials used along with storage requirements

Demonstrate that key interrelated ergonomic principles¹ were incorporated into the interior design that facilitate occupant well-being (health, performance, and satisfaction).

Provide ergonomics education and training to all users upon installation of furniture and equipment.

EB O&M ESTABLISHMENT

Develop and implement a comprehensive ergonomics policy that will enhance health and comfort during daily activity for at least 75% of workers. This strategy must include the following four components.

1. Identify activities and building functions for which addressing ergonomics is both desirable and possible through education and equipment.

Consult current ergonomics standards and guidelines relevant to the tasks that will be performed in the building. For computer workstations, these include:

- BIFMA G1-2002 (to be superseded by BIFMA G1-2007 when balloted)
- ANSI/HFES 100-2007
- CSA Z412-00 (R2005)

For non-computer workstations these include:

- Z1004-09, OSHA 3192-05N(2004)
- OSHA 3182 (revised 2009)

2. Define performance goals for the ergonomics strategy, addressing productivity, comfort, and health. Communicate the goals and ergonomics strategy to workers.

Provide an informal, periodic feedback system to collect anonymous responses and respond to them.

3. Maintain ongoing office user access to appropriate ergonomics machine, equipment, tools, work-aids (METWAs), furnishings, and accessories and education and education for all full time equivalent office occupants.

Evaluate METWAs, furnishings, and accessories to ensure they continue to meet the diversity of occupant needs and contribute to on-going risk reduction for work-related musculoskeletal disorders.

¹ Key ergonomic interrelated principles include versatility and flexibility, fit, postural change, worker education and training, and maintainability and adaptability.



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If office users spend 50% or more of their time at computer workstations, address display, computer peripherals (keyboard/mouse), work surface, and chair.

4. Provide ergonomics education. Offer at least two such opportunities at least one of which must be interactive. Conduct follow up-evaluations. Ergonomics education opportunities include the following:
 - Classroom sessions conducted by a Certified Professional Ergonomist (CPE or CCPE) accredited by the Board of Certification of Ergonomics Professionals (BCEP or CBCEP)
 - Regularly schedule workstation evaluations
 - Access to literature on products and basic information relevant to the office user's tasks;
 - Interactive Internet-based products (e.g., assessment and training tools)

PERFORMANCE

Conduct a formal, periodic survey of office user satisfaction. The survey must cover a representative sample of office occupants making up at least 30% of the total occupants.

Track and report the results of the ergonomics strategy, ensure that the performance goals have been met, and identify areas for improvement.

Provide for ongoing occupant comfort by establishing quality criteria for interior lighting within a space.

Credit Submittals

General:

1. [Register for Pilot Credit\(s\) here.](#)
2. Register a username at [LEEDuser.com](#), and participate in online forum
3. [Submit feedback survey](#); supply PDF of your survey/confirmation of completion with credit documentation

Credit Specific:

1. Strategic plan for a comprehensive ergonomics strategy outlining how each item will be achieved
2. Document the two education sessions
3. Example follow up survey

Additional Questions

1. Do the referenced standards adequately address all of the ergonomics needs in your facility?
2. How difficult was it to document this credit?
3. Did your business already have an ergonomics strategy in place? If so, how did it relate to these requirements?



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Background Information

This pilot credit is based off the existing LEED interpretation for Commercial Interiors. It is designed to explain the importance of ergonomics for worker health and productivity.

When feasible, mock-ups of proposed designs should be constructed to support a process to allow user testing and feedback

Changes

3/1/2012:

- Added new requirements for design and construction rating systems