

Supervisor Roles & Responsibilities

Ergonomics represents a powerful force for change and without those changes, it will be limited in its effectiveness. Those changes cannot be driven by safety without the ongoing approval and support of management at all levels. The management commitment and leadership must be visible through the following:

1. Assign and communicate responsibilities for setting up and implementing the ergonomics program;
2. Provide designated persons with the authority, budget, time, resources, and information necessary to meet their responsibilities;
3. Ensure that policies, practices, and culture encourage the early reporting of musculoskeletal disorders as well as their signs and symptoms through training and communication;
4. Ensure that policies, practices, and culture encourage the reporting of musculoskeletal disorder hazards and risk factors in the workplace;
5. Communicate periodically with employees about the ergonomics process including its effectiveness and weak points.
6. Maintain awareness for ergonomic risk factors in your facility
7. Communicate that mitigating or reducing ergonomic risk factors is a high priority
8. React promptly and responsibly to requests for upgrades and changes in response to ergonomic recommendations. If money does not exist immediately to make the changes, can it be budgeted for a subsequent year?
9. Ensure ergonomic issues are discussed at employee safety meetings
10. Ensure ergonomics is included in the Behavior Based Observation Program

Provide needed time for employees to attend training and work on Facility Ergonomics Teams