

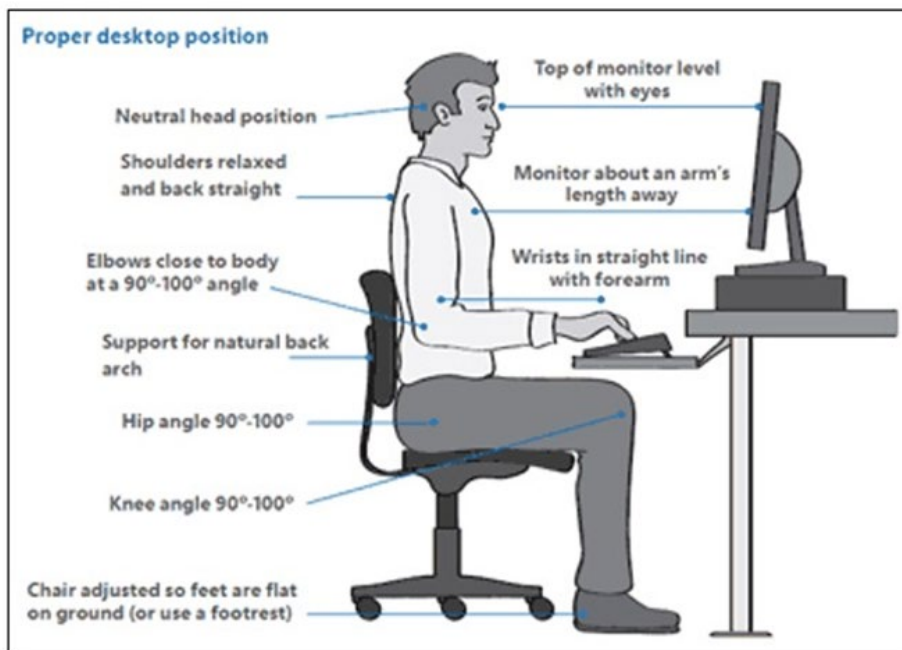
From: [Gonzalez, Lori \(SCC\)](#)
To: [SCC DL All Staff](#)
Subject: Stay Comfortable at Your Workstation – Ergonomics Tips
Date: Thursday, February 27, 2025 8:10:27 AM
Attachments: [Office Stretches A Guide to Staying Active at Your Desk.pdf](#)
[Office Stretches A Guide to Staying Active at Your Desk 2.pdf](#)
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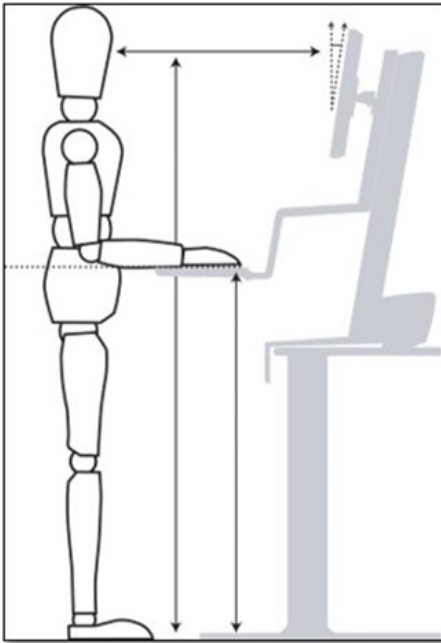
Team,

As we wrap up the month, we want to highlight an important topic—**Ergonomics**. A well-set-up workstation can help prevent fatigue, discomfort, and long-term injuries. Even small adjustments can make a big difference in how you feel throughout the day.

Quick Workstation Tips

- **Monitor Position:** Keep the top of your screen at eye level to reduce neck strain.
- **Keyboard & Mouse:** Position them at elbow height with straight wrists to prevent strain.
- **Seating Posture:** Sit back in your chair with lower back support and keep your feet flat on the floor or use a footrest.
- **Standing Workstations:** If using a sit-stand desk, switch between sitting and standing every 30-60 minutes to prevent fatigue.



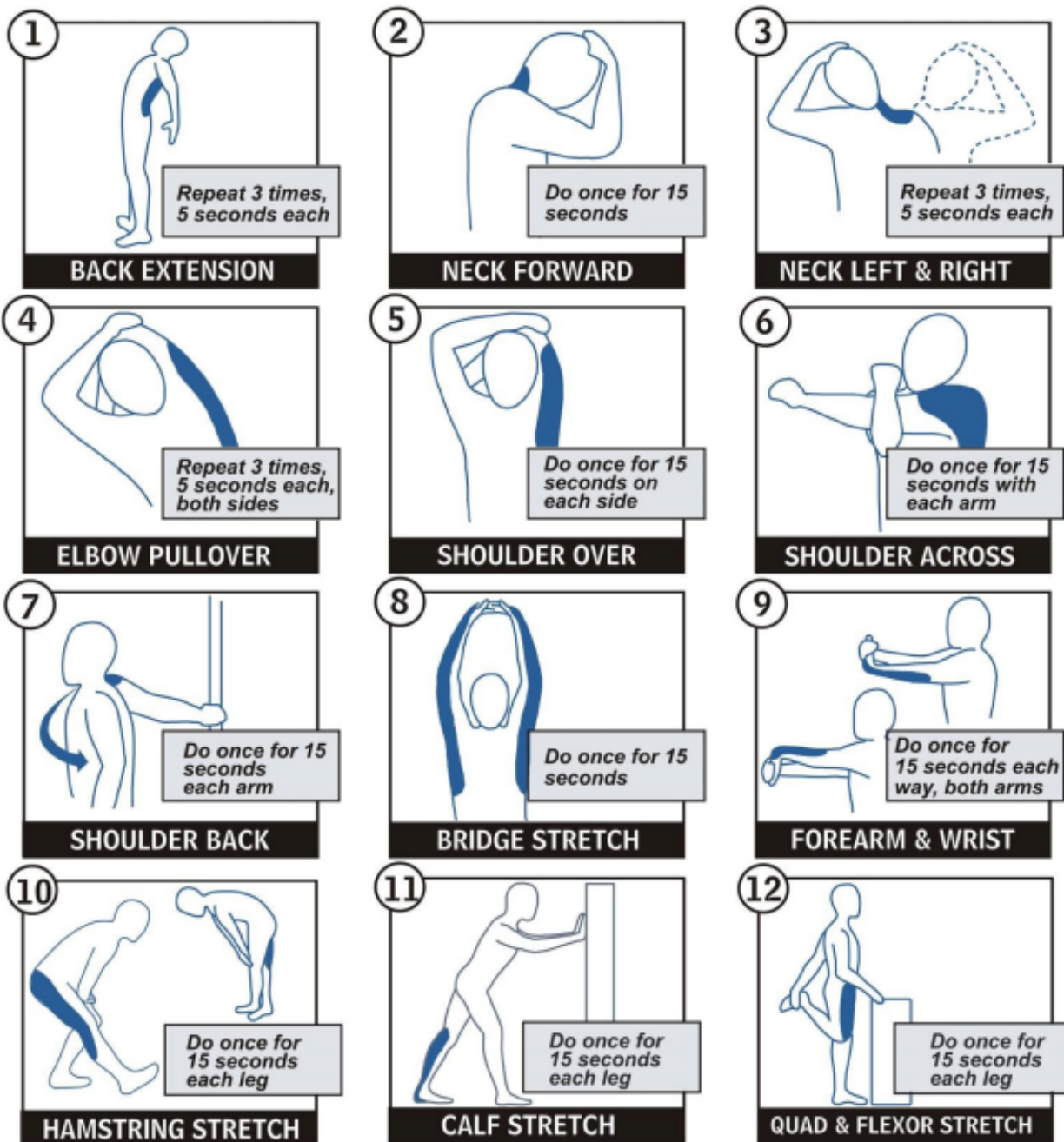


Keep Moving, Stay Energized

Even with good posture, sitting or standing for long periods can cause stiffness and reduced circulation. Stretching helps:

- Boost blood flow and energy
- Reduce muscle tension and stiffness
- Prevent common discomfort in the neck, shoulders, and back

Try these **simple stretches** throughout your day:



Respectfully,

Taga Salas (He/Him/His)

Safety Officer 3

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