Car Ergonomics Checklist

Make the following adjustments **BEFORE** driving off

01. Raise seat as high as is comfortable to improve vision of road, ensuring adequate head clearance on roof
02. Slide seat forward until feet can fully depress all pedals without stretching
03. Tilt seat cushion to support length of thighs, avoiding pressure on back of knees
04. Adjust back rest to support length of back up to shoulders and allow easy reach of all hand controls
05. Ensure backrest is correctly adjusted to provide even pressure in the lumbar region of the spine.
06. Adjust steering wheel for comfortable reach (shoulders relaxed and elbows slightly bent), without obstructing knee clearance or view of display panel
07. Adjust head rest to reduce risk of injury in the event of a car accident

*Repeat to fine tune adjustments as necessary*

08. Adjust all mirrors to maximise view of road
09. Position Sat Nav within visual field, but without obscuring view of road
10. Initially pair bluetooth headset with phone. If a hands-free cradle device is subsequently fitted ensure it does not obscure vision

*Now you have completed your ergonomic self check prior to driving*

**Remember**

- Change your posture regularly – even good posture can cause discomfort
- Take a break from driving every two hours for at least 15 minutes
- Avoid using your car as an office
- Report driving discomfort to your Line Manager