**Work Location Acknowledgement:**

To ensure your health, safety and wellbeing at home

You will be asked if you have via the [Ergonomics website](https://www.griffith.edu.au/health-safety-wellbeing/ergonomics), ​

​

* Watched the *Workstation Ergonomics* video​
* Completed the *Computer Workstation Ergonomics* [*Checklist*](https://www.griffith.edu.au/health-safety-wellbeing/ergonomics?_gl=1*4752id*_ga*MTYyNzI2MzcxOC4xNjI2Njg1NzQ1*_ga_Q8BF6T8XSD*MTcwMDcxNDA3NC40MS4xLjE3MDA3MTY1MTEuNjAuMC4w) *(\*digital word document) and*Uploaded the completed checklist in the *Attachments* section​
* Made any relevant adjustments to ensure a safe and ergonomic workstation​
* Setup the workstation correctly and adequately for the work performed​
* Confirmed the chair is stable and able to be adjusted to provide postural support​
* Ensured the IT equipment setup meets ergonomic requirements​

You will also be asked to confirm: ​

* Your workspace is free from hazards including trip hazards​
* Lighting and noise are at an acceptable standard at the environment​
* Room temperature is appropriate for the work performed​
* You understand that you have accountabilities for my own health, safety and well-being and keeping my supervisor updated with any changes to my environment​
* You have discussed emergency contacts and actions for my work location with my supervisor​
* Your emergency contacts are up to date (Staff portal > My staff page > About Me > Personal Details > Emergency Contacts)​