

## About Us

**MY Consulting** specializes in ergonomics, health and safety and wellness management consultancy services.

We provides reasonably practicable solutions to manage health and safety concerns and create a healthy, safe, efficient and ergonomically sounding workplace and community.

Good ergonomics and safety organization creates high efficient, comfortable, good employees' well being and high performance organization. Poor occupational safety and health performance can be associated with damage to an organization's goodwill and image.



## HOW CAN YOU MAKE SURE YOU SATISFY THE DISPLAY SCREEN EQUIPMENT REGULATION?

### WE CAN HELP.

The Occupational Safety and Health (Display Screen Equipment) Regulation ("Regulation") came into effect on 4 July 2003. Employer shall take reasonable steps to protect the safety and health of employees who use display screen equipment at work for prolonged periods of time.

Under Section 4 of the Regulation, employer is required to perform risk assessment of a workstation before first used by users or there has been significant change in the work conditions or workstation setup. The risk assessment of a workstation should consist of a process of identifying and assessing the risks to the safety and health of users of the workstation and deciding whether existing precautions are adequate. Risk assessment findings should be recorded.

MY Consulting provides professional workstation risk assessment services by qualified ergonomics consultant. The services aim of designing effective, safe work systems and processes is to avoid the development of musculoskeletal injuries associated with working with computer at work.

## WORKSTATION RISK ASSESSMENT SERVICES

- **ERGONOMICS** is the Power for Human Activities
- **HEALTH and SAFETY** is the Essence of Business Success
- **WELLNESS** is the Soul of Human Resources

For a free consultation and more information:

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**MY  
CONSULTING**



# COMFORTABLE HEALTHY WORKLIFE

## LEVEL 1: ERGONOMICS WORKSTATION ASSESSMENT

**Target for:** Symptom free computer users, after upgrading office equipment or new workstation setup

**Tool:** Workstation Assessment Checklist is designed by MY Consulting

**Deliverables:** Completed checklist and making immediate recommendations

**Time Schedule:** Approximately 20 minutes per review and checklist reporting

## LEVEL 2: COMPREHENSIVE ERGONOMICS WORKSTATION ASSESSMENT

**Target for:** Prolonged computer users who type or mouse works at least 6 hours/day, new staff, after upgrading office equipment or new workstation setup

**Tool:** Comprehensive Workstation Evaluation Report designed by MY Consulting

**Deliverables:** Completed evaluation report include detailed summary of assessment results, recommendations and follow-up records; making immediate adjustments and follow up if required

**Time Schedule:** Approximately 25-35 minutes per assessment & 25 minutes per subsequent assessment

## Workstation Assessment Benefits

- Proactive and early intervention is a cost effective means to address individual health, safety or comfort concerns
- Ensure office furniture, chair and work environment is reviewed, correctly setup and adjusted for the employees
- Enhance staff awareness and ensure proper control measures on health & safety
- Ensure compliance with local legislative requirements

## LEVEL 3: REACTIVE WORKSTATION ASSESSMENT FOR INJURY MANAGEMENT

**Target for:** Prolonged computer users who has musculoskeletal symptoms, after an injury or staff with special needs

**Tool:** Comprehensive Workstation Evaluation Report designed by MY Consulting

**Deliverables:** Completed evaluation report include detailed summary of assessment results, recommendations and follow-up records; making immediate adjustments and follow up if required; solutions on how to reduce symptoms and maintain productivity by effective workstation setup; furniture/equipment recommendations

**Time Schedule:** Approximately 40 minutes per assessment & 30 minutes per subsequent assessment

**PLEASE CONTACT MY CONSULTING  
FOR A QUOTE**