**QUESTIONNAIRE FOR WORKERS UYESNG MONITOR (VDT)**

**ATTACHMENT SS2 FOR A CORRECT RISK ASSESSMENT**

**PURSUANT TO TITLE VII OF LEGISLATIVE DECREE 81/2008**

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| Individual form of :  |
| Work location address :  |
| **Average daily working hours with VDT:**  | **Total weekly working hours with VDT:**  |
| Bookrest | 🞎No, not needed | 🞎 No, would serve  | 🞎 Yes, is needed | 🞎 Yes, i need it |
| Document holder | 🞎 Yes, stable | 🞎 Yes, not very stable | 🞎 No | 🞎 I need it |
| Footrest | 🞎 Yes | 🞎 No | 🞎 Yes, I don't use it | 🞎 No, I need it |
| **CHAIR** | Yes | No |
| The seat is equipped with a swivel mechanism so that it can be moved easily according to the user's needs | 🞎 | 🞎 |
| The seat is comfortable, stable, height-adjustable and allows the operator freedom of movement | 🞎 | 🞎 |
| The height-adjustable backrest (50 cm above the seat) | 🞎 | 🞎 |
| The tilt-adjustable backrest | 🞎 | 🞎 |
| The seat top and backrest are profiled and bevelled | 🞎 | 🞎 |
| The seat features semi-rigid padding and a breathable cover | 🞎 | 🞎 |
| **WORK SURFACE** | Yes | No |
| Sufficient size to allow flexible arrangement of screen, keyboard, accessory material (at least 120x80 cm) | 🞎 | 🞎 |
| The height is adequate (between 70-80 cm) | 🞎 | 🞎 |
| The surface is reflective | 🞎 | 🞎 |
| The depth of the table top is sufficient to ensure adequate viewing distance from the screen | 🞎 | 🞎 |
| The table is stable and vibration-free when typing on the keyboard | 🞎 | 🞎 |
| There is adequate space under the table for leg movements and for inserting the seat | 🞎 | 🞎 |
| The workstation is well dimensioned and set up to allow for position changes and operational movements | 🞎 | 🞎 |
| **ILLUMINATION** | Yes | No |
| General and specific lighting (table lamp) provides sufficient illumination and appropriate contrast between the screen and its surroundings | 🞎 | 🞎 |
| There are anti-glare or shielded grid lamps mounted parallel to the windows and arranged to the side of the workplace | 🞎 | 🞎 |
| **MONITOR** | Yes | No |
| Not adjustable | 🞎 | 🞎 |
| Adjustable in distance (screen/operator eye distance of 50-70 cm) | 🞎 | 🞎 |
| Height adjustable (upper screen edge slightly lower than the operator's eye line) | 🞎 | 🞎 |
| Tilt adjustable | 🞎 | 🞎 |
| Adjustable in rotation | 🞎 | 🞎 |
| Presence of reflections on the screen | 🞎 | 🞎 |
| **KEYBOARD AND POINTING DEVICES**Keyboard is separated from the screen and equipped with a tilt mechanism | Yes | No |
| The work surface space allows forearms to rest in front of the keyboard | 🞎 | 🞎 |
| The keyboard has an anti-glare matt surface | 🞎 | 🞎 |
| The symbols on the keyboard are sufficiently contrasted to be readable | 🞎 | 🞎 |
| The mouse or any pointing device supplied with the workstation is placed on the same plane as the keyboard, in an easily accessible position and has sufficient space for use | 🞎 | 🞎 |
| **TYPE OF SCREEN CHARACTERS** | Yes | No |
| Well defined, stable | 🞎 | 🞎 |
| Clearly legible | 🞎 | 🞎 |
| Blurred | 🞎 | 🞎 |
| Too small or too crowded | 🞎 | 🞎 |
| Flickering or unstable | 🞎 | 🞎 |
| **SCREEN ADJUSTABILITY** | Yes | No |
| Contrast | 🞎 | 🞎 |
| Brightness | 🞎 | 🞎 |
| Colour temperature | 🞎 | 🞎 |
| Resolution (via software) | 🞎 | 🞎 |
| Character colour (via software) | 🞎 | 🞎 |
| Background colour (via software) | 🞎 | 🞎 |
| Other | 🞎 | 🞎 |
| **PORTABLE PC** | Yes | No |
| Prolonged use of Notebooks? | 🞎 | 🞎 |
| If yes, provision of an external keyboard and mouse as well as a suitable stand to enable correct positioning of the screen | 🞎 | 🞎 |
| Date of compilations\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Interested person \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of the interested person\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |

Attention!

* The documentation, duly completed, signed and complete with the necessary annexes, must be sent to the Security Office via the University's computerized document management system (Titulus); those who do not have access to the aforementioned computer system must send the aforementioned forms to the Secretariat of the structure they belong to.
* For any doubts about filling in the forms, please contact the following numbers: 0332 219051 – 9050 - 9317 or 031 2389346