

Ergonomics Requirements for Computer Workstations

UCOP establishes requirements for equipment, furniture and accessories purchased for use at UC. Requirements are founded on national and international standards and guidelines, UC-wide ergonomics requirements, and researched-based best practices. These requirements allow UC to provide employees with equipment designed to be sustainable for human health, the environment, and provide the best overall value. The requirements listed below are for purchases of used or new computer workstation furniture and support the needs of 95% of the user population. The tables and chairs on the Be Well at Work Ergonomics pre-approved product catalog meet the UC requirements. Be Well at Work - Ergonomics (ergonomics@berkeley.edu) can be contacted for guidance on remodels, retrofits and new building designs.

Category	Guidance
Desk Width	<ul style="list-style-type: none"> ● Front edge of computer work surface - at least 48 inches (minus 2 inches for pinch points) of usable desk surface (minimum)
Desk Depth	<ul style="list-style-type: none"> ● Depth of top work surface - at least 30 inches deep (minus 1 inch pinch point) to allow for adequate focal distance adjustment range of monitor screen(s) for the computer workstation user (corner area or rectangle design)
Desk Height	<ul style="list-style-type: none"> ● Height-adjustable desks should be implemented if one or more of the below criteria is met: <ul style="list-style-type: none"> ○ User performs 4+ hours of computer work throughout the day ○ User is required to continuously remain at workstation for 2+ hours ○ Multiple users share the same workstation ○ New workstation(s) are being created or re-designed ● Entire worksurface should be user height-adjustable (electric-operated base with a one touch control; ideally with programmable memory settings feature) from at least 22 to 48 inches (+/- 1.0 inches) from the floor to the top of the work surface when adjusted to the end range points. This provides ADA compliance and ergonomic sitting and standing posture adjustability support for 95% of users.
Clearance Under Desk	<ul style="list-style-type: none"> ● 30 inches width of space for leg clearance (ADA compliance) ● Avoid use of crossbar to support base of height-adjustable desk legs, when possible, for maximum leg clearance ● 17.3 inches of depth at knee level (desk leg base or crossbar placement) and 23.6 inches of depth at ground level
Pedestal Drawers (mobile or stationary)	<ul style="list-style-type: none"> ● Ergonomics recommends avoiding placement of pedestal storage under height-adjustable tables. Pedestal units can create issues of damaging base leg mechanism and limit leg space/clearance. ● If used, pedestal units cannot exceed 21" in height and must have a depth that does not impede leg clearance (leg designs vary and clearance must be verified by a mock-up design).
Task Chair	<ul style="list-style-type: none"> ● Provide ergonomically adjustable chairs from the Be Well at Work - Ergonomics program campus pre-approved product list. Chairs from the approved list are options that provide optimal ergonomic adjustability and are supported by UC contract pricing and warranty.
Customer Service Counters	<ul style="list-style-type: none"> ● Customer service counter areas have different seated and computer workstation requirements due to interactions with clients from across the work and counter surfaces. Use the Customer Sales and Service Counter Design Guidelines and reference Standard Design Schematics when designing these areas. ● Contact Be Well at Work - Ergonomics (ergonomics@berkeley.edu) for consultation on space optimization and review of design plans.