



Workstation Checklist HS114

Desk	Yes	No
Are the desk dimensions appropriate? Fixed height desk – height between 710-770mm (preferred range 720-740mm (AS4442:2018))		
Is there enough room on the desk to complete computing and writing tasks in separate areas? (AS4442:2018 advises this should be at least 1200mm L x 600mm D – for single task work)		
Are you able to sit close to the desk with no impediments/obstructions? There are no boxes, equipment, etc. being stored under the desk or chair arms that prevent you from getting the chair as close to the desk as possible		
<p>If the desk height is adjustable, ensure the following has been considered: When sitting with your feet flat on the floor or standing, always ensure your elbows are directly under your shoulders and your desk height is adjusted so that your forearms, when positioned at 90 degrees, clear the desk (C)</p>		
Keyboard, mouse and desktop accessories	Yes	No

Is the centre of the alphabetical section of the keyboard so that your forearms, when positioned at 90 degrees, clear the desk (C)

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If you are experiencing pain or discomfort following modifications to your workstation, please contact your [WHS Business](#)