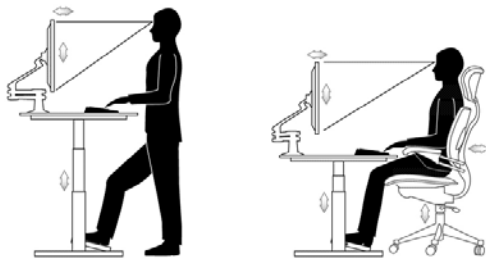


SIT-STAND SOLUTIONS

This document contains the Northwestern Environmental Health and Safety sit-stand workstation policy and recommendations for Northwestern employees.

WHAT IS A SIT-STAND WORKSTATION?

A [sit-stand workstation](#) is one that allows the user to alternate between sitting and standing by being able to adjust the work surface. These workstations allow a user to integrate movement into their workday and allows individual adjustability for shared workstations.



Sitting vs. Standing, which one is better?

Neither sitting nor standing for too long are good for your health. Prolonged sitting or standing can lead to static postures, which has been shown to be a risk factor for the development of musculoskeletal disorders. Having a combination of two will lead to ideal health outcomes.

To avoid sitting too long:

- Move around when possible.
- Use the 20/20/20 Rule. Every 20 minutes, stand for 20 seconds, and look 20 feet away from your screen.
- Hold standing/walking meetings when agenda permits.

To avoid standing too long:

- Take regular sitting breaks.
- Move around when possible instead of standing still for too long.
- Use a foot rest and/or anti-fatigue mat to encourage movement in the lower limbs and avoid foot discomfort.

If equipped with a Sit-Stand Workstation, rotate sitting and standing every 2 hours, if possible.

WHO MAY BENEFIT FROM USING A SIT-STAND WORKSTATION?

Sit-stand workstations may benefit employees who are:

- “Desk-bound” (those who sit eight hours per day, five days per week, at their desk with limited opportunities for breaks) and have areas of discomfort that could be alleviated by standing.
- Suffering back pain or discomfort after sitting for a prolonged period of time.
- Sharing a single workstation with other employees that needs to be adjusted for different statures.

HOW CAN AN EMPLOYEE ACQUIRE A SIT-STAND WORKSTATION?

Although Environmental Health and Safety acknowledges the benefits of a sit-stand workstation, Environmental Health and Safety does not make the determination of whether an employee needs a sit-stand workstation. The decision to provide a sit-stand workstation or any other type of ergonomic office equipment is at the discretion of the employee’s supervisor. The provision of equipment may be required in cases of a reasonable accommodation approved through the [Office of Equity](#).

If you are under medical treatment and require accommodation for ergonomic equipment, please contact the [Office of Equity](#). If your department requires you to have an ergonomic assessment, please contact ehs@northwestern.edu. Please note that an ergonomic assessment will not result in a formal recommendation from Environmental Health and Safety for a sit-stand workstation but often results in other recommendations for improving the ergonomics of a workstation. For ergonomic evaluation requests related to non-office environments, contact ehs@northwestern.edu.

RESOURCES:

- [Northwestern Ergonomics Program](#)
- [Ergonomic Work Tips](#)
- [Ergonomic Equipment Selection Guidelines](#)
- [Northwestern Furniture Selection Guide](#)