

How to Request an Ergonomic Evaluation

1. Discuss with your supervisor and obtain approval
2. Go to the Monterey County main web page
<https://countyofmonterey.sharepoint.com/sites/Infonet/>
3. Under Employee Resources – Risk Management, click on the **Ergonomics or use** link as follows:
<https://www.co.monterey.ca.us/government/departments-a-h/county-counsel/risk-management/ergonomics>
4. Under Ergonomics (left-hand column) click on “Ergonomics Policy & Evaluation Request” or scroll down Ergonomics Process Overview web-page and click on ‘request form’ or use link as follows:
<https://www.co.monterey.ca.us/government/departments-a-h/county-counsel/risk-management/ergonomics/ergonomics-policy-evaluation-request>
5. Under the heading Ergonomic Evaluation Services, click on Ergonomics Evaluation Request Form (fillable form).
 - How to Request an Ergonomic Evaluation can be found at:
<http://www.co.monterey.ca.us/home/showdocument?id=57380>
 - Ergonomics evaluation Request Form can be found at:
<http://www.co.monterey.ca.us/home/showdocument?id=57378>
6. Follow the submittal instructions on the form.