



DISPLAY SCREEN EQUIPMENT – USER WORKSTATION ASSESSMENT

TECHNICAL SPECIFICATION

HARDWARE

- IBM PC Compatible
- Pentium I GHz
- 128 Mb RAM (256 Mb for XP)

Note: standard Keyboard, Mouse and Monitor are required to operate successfully

SOFTWARE

- Operating System: Win XP/2000/ME/98
- Windows Internet Explorer v 6 (or above)
OR Mozilla Firefox v1.0 (or above)

CONNECTIVITY

- Broadband/Network Ethernet 10/100/1000 or 56k modem.

The specification provided is the recommended minimum specification that we support. However, although we do not support nor guarantee performance on lower specifications, our UWA has been tested and found to operate successfully on lower PC specifications/configurations e.g. PIII 300 MHz using Windows 95, Firefox and a dial-up 56k modem.

We provide solutions that follow a number of industry and sector specific standards/guidelines including those defined by W3C, Web Accessibility Initiative (WAI), e-GIF technical policies and specifications (governing information flows across government and the public sector), e-Government's Interoperability Framework.

Our understanding, knowledge and experience of these standards/guidelines ensures that we conform to accepted models, producing standardised solutions that meet today's information system requirements.

INTRODUCTION

The Health and Safety (Display Screen Equipment) Regulations require that assessments are undertaken for ALL users of display screen equipment (DSE) and their workstations. This requirement also extends to those who are designated as home or location independent workers.

Assessments can take various forms using a range of questions, but must include the views of DSE users. A paper based assessment is traditionally used which poses a number of problems to organisation including

- Record storage and retrieval
- Collection of records from users
- Resources required to follow up findings
- Time taken to distribute findings to managers and resolvers

DSE USER WORKSTATION ASSESSMENT

Our User Workstation Assessment (UWA) allows your display screen equipment users to express their opinions about any risks associated with their tasks, work activity and suitability of the workstation via a series of easy-to-follow, on-line questions.

Critical problems are collected on a secure central database and communicated to nominated issue managers within your organisation, allowing them to prioritise and co-ordinate their efforts, focussing on those who need most support. This data collection process also provides valuable information for compliance purposes.

The UWA is also a tool for recording actions carried out to support your employees, storing a chronological log of actions and assistance. These can be re-called at any time in the future therefore protecting the organisation from enforcement action and any civil claims.

Included is an easy-to-use reporting and record search ability to allow you to pinpoint the record you need at the time you need it, from any web connected PC and accessed via your unique and secure username and password.

BENEFITS OF THE DSE UWA

There are a number of benefits in utilising the DSE UWA in your organisation which includes

- Improved compliance with the Display Screen Regulations
- Employees able to undertake assessments of multiple work locations such as their home office, clients work placement or a 'Hotdesk' location
- Increased ability to defend expensive personal injury claims
- Secure and easily retrievable record keeping
- Time efficiency savings
- Improved user involvement and compliance
- Recording of risk reduction interventions and audit trail
- Allocation of issue resolver action and follow up
- Online monitoring of levels of compliance and use
- Huge cost savings over a paper based process



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