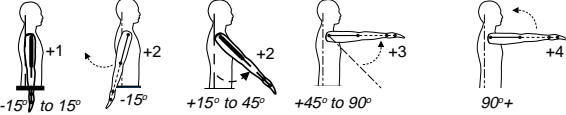


# RULA Employee Assessment Worksheet

Complete this worksheet following the step-by-step procedure below. Keep a copy in the employee's personnel folder for future reference.

## A. Arm & Wrist Analysis

### Step 1: Locate Upper Arm Position

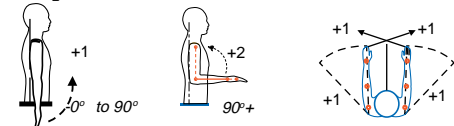


#### Step 1a: Adjust...

If shoulder is raised: +1;  
If upper arm is abducted: +1;  
If arm is supported or person is leaning: -1

Final Upper Arm Score =

### Step 2: Locate Lower Arm Position

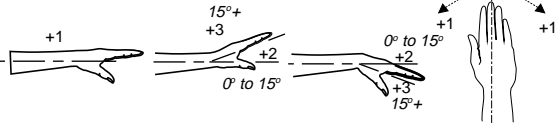


#### Step 2a: Adjust...

If arm is working across midline of the body: +1;  
If arm out to side of body: +1

Final Lower Arm Score =

### Step 3: Locate Wrist Position



#### Step 3a: Adjust...

If wrist is bent from the midline: +1

Final Wrist Score =

### Step 4: Wrist Twist

If wrist is twisted in mid-range = 1;  
If twist at or near end of range = 2

Wrist Twist Score =

### Step 5: Look-up Posture Score in Table A

Use values from steps 1,2,3 & 4 to locate Posture Score in table A

Posture Score A =

### Step 6: Add Muscle Use Score

If posture mainly static (i.e. held for longer than 10 minutes) or;  
If action repeatedly occurs 4 times per minute or more: +1

Muscle Use Score =

### Step 7: Add Force/load Score

If load less than 2 kg (intermittent): +0;  
If 2 kg to 10 kg (intermittent): +1;  
If 2 kg to 10 kg (static or repeated): +2;  
If more than 10 kg load or repeated or shocks: +3

Force/load Score =

### Step 8: Find Row in Table C

The completed score from the Arm/wrist analysis is used to find the row on Table C

Final Wrist & Arm Score =

## SCORES

Table A Table A

Upper Arm	Lower Arm	Wrist							
		1		2		3		4	
		Wrist Twist	Wrist Twist	Wrist Twist	Wrist Twist	Wrist Twist	Wrist Twist	Wrist Twist	Wrist Twist
1	1	1	2	2	2	2	3	3	3
	2	2	2	2	2	3	3	3	3
	3	2	3	2	3	3	3	4	4
2	1	2	2	2	3	3	3	4	4
	2	2	2	2	3	3	3	4	4
	3	2	3	3	3	3	4	4	5
3	1	2	3	3	3	4	4	5	5
	2	2	3	3	3	4	4	5	5
	3	2	3	3	4	4	4	5	5
4	1	3	4	4	4	4	4	5	5
	2	3	4	4	4	4	4	5	5
	3	3	4	4	5	5	5	6	6
5	1	5	5	5	5	5	6	6	7
	2	5	6	6	6	6	7	7	7
	3	6	6	6	7	7	7	7	8
6	1	7	7	7	7	7	8	8	9
	2	7	8	8	8	8	9	9	9
	3	9	9	9	9	9	9	9	9

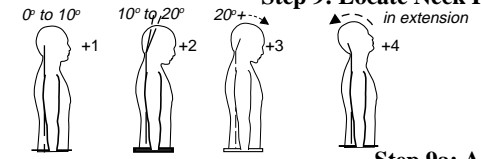
Final Score B (Neck, Trunk, Leg)

	1	2	3	4	5	6	7+
1	1	2	3	3	4	5	5
2	2	2	3	4	4	5	5
3	3	3	3	4	4	5	6
4	3	3	3	4	5	6	6
5	4	4	4	5	6	7	7
6	4	4	5	6	6	7	7
7	5	5	6	6	7	7	7
8+	5	5	6	7	7	7	7

## Final Score

## B. Neck, Trunk & Leg Analysis

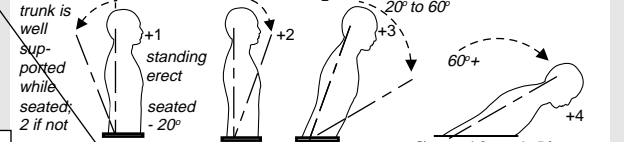
### Step 9: Locate Neck Position



#### Step 9a: Adjust...

If neck is twisted: +1; If neck is side-bending: +1

### Step 10: Locate Trunk Position



#### Step 10a: Adjust...

If trunk is twisted: +1; If trunk is side-bending: +1

### Step 11: Legs

If legs & feet supported and balanced: +1;  
If not: +2

Table B

Neck	TRUNK											
	1		2		3		4		5		6	
	Legs	Legs	Legs	Legs	Legs	Legs	Legs	Legs	Legs	Legs	Legs	
1	1	2	1	2	1	2	1	2	1	2	1	2
2	1	2	2	2	3	4	4	5	5	5	5	5
3	2	2	2	3	3	4	4	5	5	5	6	6
4	2	3	2	3	3	4	4	5	5	6	6	6
5	3	4	4	4	4	5	5	6	6	6	6	6

### Step 12: Look-up Posture Score in Table B

Use values from steps 9, 10 & 11 to locate Posture Score in Table B

Posture B Score =

### Step 13: Add Muscle Use Score

If posture mainly static or;  
If action 4/minute or more: +1

Muscle Use Score =

### Step 14: Add Force/load Score

If load less than 2 kg (intermittent): +0;  
If 2 kg to 10 kg (intermittent): +1;  
If 2 kg to 10 kg (static or repeated): +2;  
If more than 10 kg load or repeated or shocks: +3

Force/load Score =

### Step 15: Find Column in Table C

The completed score from the Neck/Trunk & Leg analysis is used to find the column on Chart C

Final Neck, Trunk & Leg Score =

Subject: \_\_\_\_\_

Company: \_\_\_\_\_

Department: \_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_

Scorer: \_\_\_\_\_

FINAL SCORE: 1 or 2 = Acceptable; 3 or 4 investigate further; 5 or 6 investigate further and change soon; 7 investigate and change immediately