

## Choosing an Office Chair

Below is an outline of the key features to consider. Please note that this checklist and is meant to be used as a guideline; depending on the needs of your group, certain features may be more important to you and thus given more weight.

A well designed ergonomic chair should offer a variety of adjustments to properly fit the individual. Most chairs on the market are not quite as adjustable. Depending on size, height, medical history, and other factors, some adjustments are more important than others. When purchasing a chair, review the chair's features to make sure the chair selected is appropriate and meets your needs.

This guideline was developed in accordance with BIFMA guidelines, WorkSafe BC "How to Make Your Computer Workstation Fit You" and the ANSI-HFES 100-2007 Checklist.

### Adjustments to look for include:

- Weight capacity of 275 - 300 lbs.
- Chair Height - Adjustable chair height range of 5 inches
- Adjustable arms (preferably 4 dimensional – slide forwards, backwards, side to side, up/down)
- Adjustable seat depth (seat pan slides forward and backwards)
- Lower back support/firmness
- Flex back stop and variable back resistance
- Flexible back material



Please contact your manager or send an email to [devincox@eci-in.com](mailto:devincox@eci-in.com) if:

- If you are in need of ergonomic items for a proper office setup to work from home
- You are experiencing musculoskeletal pain or discomfort (either work-related or non work-related)
- You have questions or need help setting up your home workstation

If you have been approved to purchase a chair for your home, please utilize this guidance.

- <https://eci-in.com/products/ols/products/bifma-certified-black-ergonomic-high-swivel-executive-chair-with-adjustable-height-3d-arm-rest-lumbar-support-and-mesh-back-for-home-office>
- <https://eci-in.com/products/ols/products/high-back-chair-with-seat-slider-standard-black-base-black-mesh-back-and-adjustable-arms>
- <https://eci-in.com/products/ols/products/coolmesh-mid-back-multi-function-mesh-chair-w-fabric-seat>