



DISPLAY SCREEN EQUIPMENT (DSE)

a) Statement of Policy

The Policy is concerned with aspects of usage, including posture and furniture, visual factors, breaks, environment and training. It is intended to minimise the incidence of work related upper limb disorders (WRULD).

The use of the term display screen equipment (DSE), previously known as visual display units (VDUs), in College covers flat panel computer screens and the use of laptops. Since the introduction of the DSE regulations in 1992, computer use in College has risen markedly. Cases of arm, neck or back pain caused or exacerbated by computer use has also risen within the University. Referrals of individuals with musculoskeletal problems to the University Occupational Physician have almost doubled since 1998; most of these referrals relate to upper limb disorders associated with DSE use.

b) Display Screen Equipment

A person will be classed as a DSE user if they:

- normally use DSE for continuous or near-continuous spells of an hour or more at a time and
- use DSE in this way more or less daily and
- have to transfer information quickly to or from the DSE and
- need to apply high levels of attention and concentration; or are highly dependant on DSE; or have little choice about using it; or need special training or skills to use the DSE.

c) Summary of College actions

1. Appoint an individual to oversee the implementation of this Policy and ensure that they are trained to carry out assessments.
2. Identify 'DSE users' in conjunction with Section Heads.
3. Provide adequate training and information in the safe use of DSE and instruct individuals to report suspected problems at the earliest opportunity.
4. Carry out annual self-assessments for all 'DSE users' and ensure the findings of the assessment are acted upon.
5. Review assessments and make appropriate changes.
6. Arrange eye/eyesight testing for users when requested and meet the cost of the test

and reasonable costs of any corrective spectacles recommended by a University approved optician for DSE use.

7. Report progress of assessments and summarise identified actions to the College's Health and Safety committee.

8. Ensure prompt referral to the Occupational Health Service of those with suspected problems from DSE use.

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