

## Standing Workstation Request Guidance

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### Standing Workstation

Sit/Stand workstations offer users the ability to transition between sitting and standing throughout the workday. Recent studies have shown that the ability to stand throughout the day may improve overall health and wellbeing while sitting for extended periods of time may be detrimental to health. However, improper use of a standing workstation may cause new aches and pains. Standing, often in the same place, for hours at a time can place stress on a body. It's not enough to just stand. You must do it correctly, move around, adjust and balance the amount of time you spend standing with time you spend sitting.

Read more: <https://www.osha.gov/SLTC/etools/computerworkstations/positions.html>

### Request Process

Sit/Stand workstations have become a popular request across campus. There is no one budget assigned to cover this expense. The following request options have been established to aid those desiring a sit/stand workstation in determining the most appropriate means of acquiring one.

- Employees may purchase a sit/stand workstation with their personal funds. Calvin EHS has had good experiences with the following units:
  - Single Monitor Units:
    - [Varidesk Standing Desk Pro Plus 36](#)
    - [VIVO 32 Desk Converter](#)
  - Dual Monitor Units:
    - [Varidesk Standing Desk Cube Corner 48](#)
    - [VIVO 38 Desk Converter Dual Monitor](#)
  - Anti-fatigue Mat:
    - [Amazon Basics Anti-Fatigue Mat](#)
- Employees may request a sit/stand workstation based on a medical condition/disability that requires accommodation. If an employee has a medical condition that requires accommodation, please visit the [Human Resources Sharepoint site](#).
  - The employee needs to complete the [ADA Accommodation Request Form](#)
  - The employee's physician needs to complete the [ADA Medical inquiry Form](#)

The forms should be submitted to Human Resources. Once these forms are submitted, they will be reviewed by Calvin's Campus Accessibility Advisory Committee. Funding for the necessary accommodations may be provided through this Committee.

## **Other Options**

It is important to note that a sit/stand workstation is not your only option for improved health. Good working positions and taking breaks to get up and move around are also very good options. If you would like to verify that you are using good working positions at your current workstation contact EHS ([jambrose@calvin.edu](mailto:jambrose@calvin.edu)) for an ergonomic evaluation.