

# Health & Wellness Tip of the Week

## Week 17 April 24, 2017

### April is all about **Workplace Safety**

It is the perfect time to remind everyone about the importance of following proper safety procedures and staying safe while at work.



### Don't Get Bent Out of Shape

If you're bent on maintaining a healthier back, following these common sense work habits can help keep injury away.

- 🍎 When sitting, keep your upper back and neck comfortably straight with your back firmly against the chair.
- 🍎 Make sure your chair is right for you—adjust the height, tilt, armrests and backrest.
- 🍎 Take a 30 second timeout every 15 minutes or so to stretch, move or relax
- 🍎 Try standing up when you answer the phone, to stretch and change positions.
- 🍎 Limit the time you spend carrying heavy briefcases, purses and bags.
- 🍎 Consider increasing the amount of exercise you get to help improve your physical condition.

*Sources: Mayo Foundation for Education and Research*

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