

Health and Wellness Tip of the Week - Week 9

Monthly Topic

March is *Workplace Safety Month*. It's the perfect time to remind employees about the importance of maintaining a safe and healthy work environment.

March 2, 2015

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.



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