PURPOSE

The University of California (UC) establishes criteria for equipment, furniture and accessories purchased for use at UC. Requirements are based on national ergonomics and safety standards, current research and best practices per the UC Ergonomics Work Group and are specifically designed to preserve human, environmental, and capital resources at UC.

The requirements listed below are for purchases of tall task stools for use in environments where computer and multi-tasking work is performed.

The goal of these criteria is to provide seating inclusive of the needs of 90% of the UC population. The remaining 10%, including petite, tall or large-framed individuals, may require equipment with size or range adjustments that are outside the parameters covered in these criteria.

Tall task stool definition:

Tall task stools are similar to task chairs, but have a taller cylinder allowing the user to sit in an elevated position, usually at a taller work surface height such as a lab bench. They are typically used to allow users to perform repetitive or prolonged tasks in laboratory, customer service counters, industrial and classroom environments. These types of stools need to be fully adjustable to meet the safety and comfort needs of users.

UC-wide and UC site-specific requirements

These requirements are for UC system wide use. Refer to your local UC Ergonomics Program for a site-specific version of this checklist and for assistance with applying these requirements.

EVALUATION PROCESS

Preferred and minimum criteria are provided for each chair feature. Tall task stools must meet at least the minimum requirements for each feature in order to qualify for basic approval for use at UC. Tall task stools that meet preferred and value-added criteria provide better value and score higher. Local UC Ergonomics Programs can establish site-specific criteria.

INSTRUCTIONS

All sections must be completed for each tall task stool.

TALL TASK STOOL REQUIREMENTS – CHECKLIST

Basic Specifications

- **Minimum**: Stool seat swivels easily on a five-leg base with casters
- Casters – one of the following must be checked:
  - **Preferred**: In addition to the caster options listed in minimum criteria below, caster options include breaking casters (roll when seated) or glides (lock when seated)
  - **Minimum**: Casters are available for different floor surfaces such as carpet, hardwood, and linoleum
- **Minimum**: Adjustment controls: Easy to adjust from the sitting position and clearly marked to indicate function
### Ergonomics Requirements: Tall Task Stools

**Minimum:** No sharp or rough edges anywhere on the stool, armrests or controls

**Weight capacity of stool – one of the following must be checked:**
- **Preferred:** At least 275 pounds
- **Minimum:** At least 250 pounds

**Fabric Options – one of the following must be checked:**
- **Preferred:** In addition to minimum criteria below, available options include: non-skid material (i.e. to minimize slippage when lab coats are worn), Electric Static Discharge (ESD) and clean room
- **Minimum:** Various fabrics available, including non-porous material that can be easily cleaned and decontaminated with appropriate disinfectant. Meet TB 117-2013 or TB 133 for fire retardance

**Warranty on the chair – one of the following must be checked:**
- **Preferred:** At least 10 years on all parts
- **Minimum:** At least 5 years on all parts

**Minimum:** Usage instructions are readily available and provided to end user

**Minimum:** Label on chair with manufacturer name, product name, model number, manufacturer/vendor contact information and other information necessary to allow for service and warranty

### Seat Specifications

**Seat Height – one of the following must be checked:**
- **Preferred:** Adjustable at least 7 inches within a range 19-30 inches
- **Minimum:** Adjustable at least 5 inches within a range 19-30 inches

**Seat Depth – one of the following must be checked:**
- **Preferred:** Adjustable seat depth - provide up to 3 inches of forward/backward seat pan movement, range must include 16.9” seat depth
- **Minimum:** If non-adjustable, seat is no greater than 16.9” deep

**Seat Pan Angle – one of the following must be checked:**
- **Preferred:** The seat angle allows users to vary their posture forward and backward to support declined and reclined seating
- **Minimum:** Have a user adjustable range of at least 4 degrees, which includes a reclined position of 3 degrees

**Minimum:** Seat pan width is minimum of 17.7” wide

**Foot Support – one of the following must be checked:**
- **Preferred:** Options available in addition to foot rings meeting minimum criteria below, i.e. extended height range/adjustability or alternate shape/size
- **Minimum:** Adjustable foot ring provided. Foot ring has a minimum of 18 inch diameter ring with a minimum 4 inch height adjustable range

**Minimum:** Front edge of seat is rounded

**Seat Shape – one of the following must be checked:**
- **Preferred:** Flat and contoured seat options are available
- **Minimum:** Flat seat options are available
## Ergonomics Requirements: Tall Task Stools

### Backrest Specifications

**Minimum**: Backrest Height – top of backrest is at least 17.7 inches above the seat

**Backrest/Lumbar Support Height Adjustability** – *one of the following must be checked*:

- **Preferred**: Entire backrest and/or lumbar support is height-adjustable *from* 5.9-9.8 inches above the seat measured from the most forward point of the lumbar support
- **Minimum**: Entire backrest and/or lumbar support is height-adjustable *within* the range of 5.9-9.8 inches above seat measured from the most forward point of the lumbar support

**Minimum**: Backrest width is at least 14.2 inches

**Backrest Shape** – *one of the following must be checked*:

- **Preferred**: Backrest is curved outward towards seated user to support the spine; lumbar support depth is user-adjustable
- **Minimum**: Backrest is curved outward at the lower portion to support the lumbar area

**Backrest Angle** – *one of the following must be checked*:

- **Preferred**: The angle between the seat and back has an adjustment of 15 degrees or more including upright (90 degrees) and the rear of upright
- **Minimum**: The angle between the seat and back can achieve a position that is upright (90°) or to the rear of upright

**Backrest Angle Lock** – *one of the following must be checked*:

- **Preferred**: Backrest can be locked into various positions and can move freely with user-adjustable resistance
- **Minimum**: Backrest can be locked

### Armrest Specifications

**Armrests are easily attachable and removable** – *one of the following must be checked*:

- **Preferred**: Removable/attachable by end user
- **Minimum**: Armrests are available and chair can be ordered with or without armrests. Armrests are removable/attachable by installer

**Armrest Height** – *one of the following must be checked*:

- **Preferred**: Armrest height is adjustable from at least 6.7 to 10.6 inches above seat
- **Minimum**: Armrest height is adjustable and adjusts within the range of 6.7 to 10.6 inches

**Armrest Width/Depth** – *one of the following must be checked*:

- **Preferred**: At least 18.1 inches of clearance between armrests and armrests adjust in/outwards, forward/backward and pivot
- **Minimum**: At least 18.1 inches of clearance between armrests

**Minimum**: Armrest shape: smooth, flat, padded with no excessive pressure points
### Value-Added Features *(not required; result in higher scoring)*

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<td>Stools are delivered to campus assembled</td>
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<td>Instructions for warranty, maintenance and service are included</td>
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<td>Samples available for Ergonomics Program review and demo in showrooms, labs or other locations</td>
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<td>Multiple part options are available for stool; parts can be easily switched out for repair or sizing needs</td>
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<td>Employee stool fitting services available and provided</td>
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