

Pursuant to Article 13 Paragraphs 2 and 3 of the Law on Safety and Health at Work* ("Official Gazette of Montenegro", No. 34/14) the Ministry of Labor and Social Welfare issued the following

RULEBOOK ON MEASURES OF SAFETY AND HEALTH AT WORK FOR WORK WITH DISPLAY SCREEN EQUIPMENT*

Article 1

This Rulebook regulates the measures to protect health and safety with the use of display screen equipment.

Article 2

The provisions of this Rulebook shall not apply to:

- Drivers' cabs or control cabs for vehicles or machinery;
- Computer systems installed in vehicles;
- Computer systems that are primarily intended for public use;
- Portable computer systems that are not used permanently in the workplace;
- Calculators, cash registers and other equipment that has small screens for displaying information or measurement display for the direct use of such equipment; and
- Typewriters with a screen.

Article 3

Display screen equipment is the equipment with an alphanumeric or graphic display screen, regardless of the display process employed.

The workplace, in terms of this Rulebook, is an assembly comprising display screen equipment used by a worker for at least four hours a day, which may be provided with a keyboard or input device and/or software, optional accessories, peripherals including the diskette drive, telephone, modem, printer, document holder, work chair and work desk or work surface, and the immediate work environment;

Article 4

The employer must plan the worker's activities in such a way that daily work on a display screen is periodically interrupted by breaks or changes of activity reducing the workload of eye and vision.

If there is no possibility of interruption and changes in work activities as defined in paragraph 1 of this Article, the employer shall provide the employee, depending on the severity of tasks and loads of eyes and vision during each hour of work, rest for at least five minutes and organize relief exercises.

Article 5

The employer should design, select, order, or adapt software and ensure performance of work using display screens, so that:

- Software corresponds to the purpose of the program activities;
- The software is easy to use;
- The employee is provided with feedback on his work;
- The shape and speed of providing information are adapted to the worker; and

- The principles of ergonomics program, especially in terms of data processing, are applied.

Article 6

Closer measures to protect health and safety with the use of equipment with display screen are given in Annex 1, which forms an integral part of this Rulebook.

Article 7

This Rulebook shall enter into force on the eighth day following its publication in the "Official Gazette of Montenegro".

* This Rulebook transposes Council Directive 90/270/EEC of 29 May 1990 on the minimum safety and health requirements for work with display screen equipment.

No: 170-17/16-4

Podgorica, 3 March 2016

Minister,
Zorica Kovačević

MEASURES OF SAFETY AND HEALTH AT WORK WITH THE USE OF DISPLAY SCREEN EQUIPMENT

1. THE USE OF DISPLAY SCREEN EQUIPMENT

1.1. Screens

1.1.1. Screen distance from the eyes of a worker should not be less than 500 mm, but not so much as to interfere with the reading of data from the screen.

1.1.2. The characters on the screen shall be well-defined and clearly formed. Characters, spaces between the characters and lines should be large enough to be distinguished without effort, but not too large for the text to be viewed.

1.1.3. The image on the screen should be stable, with no flickering or other forms of instability. Refresh frequency of the image on the screen should be at least 75 Hz for CRT screens and 60 Hz for LCD screens.

1.1.4. The brightness and/or the contrast between the characters and the background shall be easily adjustable by the worker and easily adjustable to ambient conditions.

1.1.5. Screens should be adjustable in both horizontal and vertical planes in accordance with the needs of the worker. There shall be no objects at the desk or work surface that interfere with the display setting.

1.1.6. Special stand for screens or adjustable table should be provided so the viewing direction is in the same plane or angled down to 20°.

1.1.7. The screen shall be free of reflective glare or reflections liable to cause discomfort to the worker.

1.1.8. Screens should be clean, so that the image is clear, and the text readable.

1.2. Keyboard

1.2.1. The keyboard should be tiltable and separate from the screen so as to allow the worker to find a comfortable working position, which prevents fatigue in the arms or hands.

1.2.2. The space in front of the keyboard shall be sufficient to provide support for the palm of the hands and arms of the worker.

1.2.3. The keyboard should have a matt surface to avoid reflective glare.

1.2.4. The arrangement of the keyboard and the characteristics of the keys shall be such as to facilitate the use of the keyboard.

1.2.5. The symbols on the keys should be adequately contrasted and legible from the design working position.

1.3. Work desk or work surface

1.3.1. The work desk or work surface shall have a sufficiently large, low-reflectance surface and allow a flexible arrangement of the screen, keyboard, documents and related equipment.

1.3.2. The document holder shall be stable, adjustable and shall be positioned so as to minimize the need for uncomfortable head and eye movements.

1.4. Work chair

1.4.1. The work chair shall be stable and allow the worker easy freedom of movement and a comfortable position.

1.4.2. The seat shall be adjustable in height.

1.4.3. The seat back should provide support for the entire back, adjustable in height and tilt.

1.4.4. A footrest should be provided to a worker who wants to use it. Footrest should be sufficiently high and stable, to allow comfortable position of the foot and leg tilt with no slippery surface.

2. WORKPLACE AND WORKING ENVIRONMENT

2.1. Free space for a worker

2.1.1. In the workplace, there should be sufficient free space for the worker to be allowed to change position and have freedom of movement.

2.2. Lighting

2.2.1. Natural and/or artificial lighting should be at least 300 lux, and provide for the appropriate brightness and contrast between the screen and the background of the area, taking into account the type of work, worker's needs and demands of his vision.

2.2.2. Arrangement of the workplace and choice, as well as the positioning of artificial lighting should be implemented in a way that prevents reflection glare.

2.3. Reflections and glare

2.3.1. Workplaces should be designed in such a way that the sources of natural light (windows and other openings), transparent or translucent walls and brightly colored fixtures or installations, equipment and walls in light colors do not cause direct glare and/or reflections on the screen.

2.3.2. Windows should have adequate curtains (eyelids) to prevent the entry of sunlight into the workplace or in the room, so as not to disrupt the work.

2.3.3. Screens should not be facing the source or sources of light or be turned against the source of light, otherwise they need special measures against the reflection and glare.

2.4. Noise

2.4.1. Display screen equipment shall not be the source of noise that distracts attention or disturbs speech. The noise level should be in accordance with the regulations in the field of health and safety of a worker at work from risks of exposure to noise.

2.5. Microclimate

2.5.1. Microclimate should correspond to the requirements for the thermal atmosphere for light physical work.

2.6. Radiation

2.6.1. All electromagnetic radiation, other than visible radiation, in terms of health and safety at work, should be reduced to a negligible level, in accordance with special regulations.