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## **REGULATION OF HEALTH AND SAFETY PRECAUTIONS WHEN WORKING WITH DISPLAY SCREEN EQUIPMENT**

### **SECTION ONE Objective, Scope, Basis and Definitions**

#### **ARTICLE 1**

##### **The purpose**

(1) The purpose of this Regulation, to be taken in working with display screen equipment on the minimum health and safety measures to determine the principles and procedures.

#### **ARTICLE 2**

##### **Scope**

(1) This regulation dated 06.20.2012 and numbered 6331 Occupational Health and Safety Act in the scope of work with display screen equipment and covers all workplaces are made of.

(2) The provisions of this Regulation;

- a) Moving machinery and vehicles and drivers in the control cabinet at the scene,
- b) Transportation vehicles in the vehicle's control computer systems,
- c) available to the public in computer systems,
- d) non-portable systems in continuous use in the workplace,
- d) calculators, cash registers and other data or for devices with small screens showing the measurement results,
- e) Screening of a typewriter, does not apply.

#### **ARTICLE 3**

##### **Basis**

(1) This regulation;

- a) on the basis of Article 30 of the Law No. 6331,
- b) No. 3146 dated 09.01.1985 of the Ministry of Labour and Social Security Law on the Organization and Duties on the basis of Article 12,
- c) of the European Union dated 05.29.1990 and 90/270 / EEC, parallel to was prepared.

#### **ARTICLE 4**

##### **Definitions**

(1) In this regulation;

- a) display screen equipment: screen, regardless of the process applied to the contents of letters, numbers, shapes, graphics, and pictures showing all means,
- b) Operator: Main job is to work with display screen equipment and an important part of the normal operation of the people who use display screen equipment,
- c) Work center: Operator / employee of his chair, shielded vehicle is placed on the desk or surface, the operator / employee-machine interface software, monitor, keyboard, printer, phone, fax, modem and other accessories and screened regarding the car all the hardware in whole or in part the work area , means.

### **SECTION TWO General Considerations**

#### **ARTICLE 5**

##### **Employer's obligations**

(1) the employer in the workplace, will perform the risk assessment, study centers screened vehicles from the use of the risks, particularly visual, physical problems and mental stress-related risks, taking into account these risks effects, may cause additional impacts and risks of being

together that could result from adverse effects elimination or minimize any health and safety precautions to take.

(2) the cost of measures taken under this Regulation can not be projected to the employees.

(3) the minimum requirements to be met by working with display screen equipment is located in the Annex 1.

## ARTICLE 6

### Informing and training employees

(1) In working with display screen equipment, and training of employees to be informed regarding the following matters are complied with.

a) The employer, employees and their representatives on health and safety in work places and in all matters, especially the 5<sup>th</sup>, 7<sup>th</sup> and in the sense of Article 9 provides information.

b) The employer; training of employees regarding occupational health and safety legislation, taking into account employees with tools to screen, before starting work, and is a significant change in working conditions gives the necessary training. Occupational health and safety training of employees; performed at intervals specified in the relevant legislation and workplace risk assessment as required by the repeated cases.

(2) Education, in particular includes the following topics:

a) the risks of working with display screen equipment and protection methods,

b) Correct posture,

c) Eye protection,

d) at least tired eyes and the color of the font,

d) during the study habit of resting with eyes briefly,

e) the eyes, muscle and skeletal system to rest,

f) The breaks and exercise.

## ARTICLE 7

### Daily working order

(1) The employer arising from the work screen with tools to reduce the workload and affected, appropriate work plan by periodically interrupting the operator or alternately enables you to work in other jobs.

## ARTICLE 8

### Taking the views of employees and ensuring their participation

(1) Employers, employees and their representatives on matters referred to in this Regulation as set out in Law No. 6331 on the comments and suggestions received and ensures participation.

## ARTICLE 9

### Eye protection

(1) in the workplace, shielded and screened before starting to work with the tools to work with tools that may arise from employees when experiencing difficulty seeing eye examinations are carried out.

(2) working with display screen equipment for the protection of the eyes of the operator;

a) Before you start working with display screen equipment,

b) According to the results of the risk assessments at regular intervals to be determined by physicians workplace,

c) work with display screen equipment when experiencing vision difficulties that may arise from,

eye examinations are carried out.

(3) According to the results of the first and second examination, if necessary, referred to in paragraph operators / employees their work is given appropriate tools and equipment.

## SECTION THREE Miscellaneous and Final Provisions

## ARTICLE 10

### Repealed Regulation

(1) published in the Official Gazette No. 25325 dated 23.12.2003 Screening Tools for Working with the Regulation on Health and Safety Measures have been repealed.

## ARTICLE 11

### Force

(1) This Regulation shall enter into force on the date of publication.

## ARTICLE 12

### Execution

(1) This Regulation shall be enforced by the Minister of Labour and Social Security.

## Appendix 1

### To be sought in the Work with display screen equipment MINIMUM REQUIREMENTS

#### 1 Equipment

##### a) General considerations

The use of this type of equipment should not be a source of risk for workers.

##### b) Monitor

Screen, the operator / employee for the position within the work and should be at eye level.

Characters appear on the screen, you can easily shape and form is chosen, must be of appropriate size, there should be enough space between lines and characters.

Screenshots must be stable, flicker, and should have similar disadvantages.

Brightness and contrast between the characters and the background, the operator / employee should be able to easily adjust by.

Screen, the operator / employee needs should be adjusted according to the easily rotated in all directions.

Screen, or set a separate rule must be used on a table.

Users will be able to screen reflection and glare should not be disturbed.

##### c) Keyboard

Keyboard, the operator / employee of the hand and arm can be tiring and work comfortably on the screen and moving should be separate.

The keyboard on the front of the operator / employee can depend wrists should be special support.

Operator / employee of the hands and arms should be enough space in front of the keyboard.

The keyboard surface to reflect light must be dull.

Keyboard keys keyboard easier to use features and places to be.

Symbols on keyboard keys, according to the working position should be capable of easily readable and selectable.

##### d) Work desk or work surface

Work desk or work surface; screen, keyboard, documents and other relevant materials to be arranged so as to allow a comfortable, adequate in size and must be able to reflect light.

Operator / employee disturbing the need for eye and head movements in order to minimize placed and adjustable document holder on the property should be used.

Employee to be in a comfortable position should be enough space.

##### d) Work chair

Chair, balanced and operator / employee can sit in a comfortable position and in a way that should be easily movable.

The seat height should be adjustable.

Front-rear backrest can be adjusted up and down, back support and should be flexible according to the waist.

When prompted, the operator / employee must be provided in accordance with a footrest.

#### 2 Operating environment

##### a) Required fields

Operator / employee's residence and to move freely in order to be able to change the way work center must be large enough and appropriately should be regulated.

##### b) Lighting

Operator / employee needs and considering the type of work performed should be provided proper lighting conditions, there should be proper contrast between the screen background.

Location and technical characteristics of artificial lighting and other equipment on the screen to prevent glare and reflections should be.

##### c) Reflections and glare

Work centers that may cause reflections and glare measures should be taken in order to avoid light.

Of light from the screen can be adjusted to control the horizontal and vertical blinds should be used.

##### d) Noise

The equipment used in the study centers of the noise will distract employees and should be adequate to prevent conversation.

##### d) Heat

Off employees will work at the center level of equipment of heat to the environment should not.

##### e) Radiation

All other work in the center of the visible light radiation at levels that will not harm the health of the necessary measures to be taken.

f) Humidity

Humidity in the working environment, should be kept at the appropriate level, and this level should be maintained.

3 The operator-computer interface

Employers, screened in the regulation of work to be done with the tools and programs to be used in the selection of the following warning:

- a) programs, they are judged to be appropriate.
- b) programs readily available and, if appropriate, the level of knowledge and experience of the operator is guaranteed to be adjusted. The operator can not intervene without the knowledge of the program.
- c) systems to increase employee productivity and ease should be to provide feedback.
- d) the system operator to provide information in a format suitable for speed and should be.
- d) Programme, in particular on the use of data to detect and must be in accordance with the principles of software ergonomics.