

CHECKLIST FOR AFFECTIVE ERGONOMICS

The checklist is used as a tool to evaluate affective ergonomics at a workplace.

Affective ergonomics means factors having an impact on the ethical aspect of work, as well as factors of interaction and feelings. The aim of the checklist is to enable discussion and the development of affective ergonomics at a workplace. It can be used both on individual and communal levels. The evaluation is three-tiered, using the traffic light model.

The field “Observations” can be used to further detail the evaluations.

ETHICAL LOAD OF WORK

Evaluation target	Evaluation	Observations
It is possible to work while maintaining one’s own values and professional ethics.	<div style="background-color: #92d050; padding: 2px;">In Order</div> <div style="background-color: #ffff00; padding: 2px;">Partly in order</div> <div style="background-color: #ff0066; padding: 2px;">Not in order</div>	
There are no conflicting demands and expectations in the work.	<div style="background-color: #92d050; padding: 2px;">In Order</div> <div style="background-color: #ffff00; padding: 2px;">Partly in order</div> <div style="background-color: #ff0066; padding: 2px;">Not in order</div>	
It is possible to meet the various expectations set for work.	<div style="background-color: #92d050; padding: 2px;">In Order</div> <div style="background-color: #ffff00; padding: 2px;">Partly in order</div> <div style="background-color: #ff0066; padding: 2px;">Not in order</div>	
It is possible to carry out the work while maintaining high quality.	<div style="background-color: #92d050; padding: 2px;">In Order</div> <div style="background-color: #ffff00; padding: 2px;">Partly in order</div> <div style="background-color: #ff0066; padding: 2px;">Not in order</div>	

ETHICAL ORGANIZATIONAL CULTURE

Evaluation target	Evaluation	Observations
Workplace supports working along professional ethics.	<div style="background-color: #92d050; padding: 2px;">In Order</div> <div style="background-color: #ffff00; padding: 2px;">Partly in order</div> <div style="background-color: #ff0066; padding: 2px;">Not in order</div>	
Workplace supports competences, which enable working responsibly.	<div style="background-color: #92d050; padding: 2px;">In Order</div> <div style="background-color: #ffff00; padding: 2px;">Partly in order</div> <div style="background-color: #ff0066; padding: 2px;">Not in order</div>	
Management is fair.	<div style="background-color: #92d050; padding: 2px;">In Order</div> <div style="background-color: #ffff00; padding: 2px;">Partly in order</div> <div style="background-color: #ff0066; padding: 2px;">Not in order</div>	
Management respects the employees.	<div style="background-color: #92d050; padding: 2px;">In Order</div> <div style="background-color: #ffff00; padding: 2px;">Partly in order</div> <div style="background-color: #ff0066; padding: 2px;">Not in order</div>	
The workplace is a safe space to discuss ethical conflicts.	<div style="background-color: #92d050; padding: 2px;">In Order</div> <div style="background-color: #ffff00; padding: 2px;">Partly in order</div> <div style="background-color: #ff0066; padding: 2px;">Not in order</div>	

Evaluation target	Evaluation	Observations
There is a common understanding on what is ethically acceptable.	<p>In Order</p> <p>Partly in order</p> <p>Not in order</p>	
There are jointly agreed courses of action that people can commit to and implement.	<p>In Order</p> <p>Partly in order</p> <p>Not in order</p>	

INTERACTION AND EMOTIONAL ENVIRONMENT

Evaluation target	Evaluation	Observations
Different emotions are met and handled in a constructive manner at the workplace.	<p>In Order</p> <p>Partly in order</p> <p>Not in order</p>	
It is possible to safely express insecurity, lack of skills, and mistakes at the workplace.	<p>In Order</p> <p>Partly in order</p> <p>Not in order</p>	
Experiences of joy and success are shared at the workplace.	<p>In Order</p> <p>Partly in order</p> <p>Not in order</p>	
It is possible to try and innovate new things without the fear of judgement.	<p>In Order</p> <p>Partly in order</p> <p>Not in order</p>	
All members of the work community are valued and respected in interaction situations.	<p>In Order</p> <p>Partly in order</p> <p>Not in order</p>	
Everyone can feel included and accepted in the work community.	<p>In Order</p> <p>Partly in order</p> <p>Not in order</p>	
There is a sense of compassion in the workplace.	<p>In Order</p> <p>Partly in order</p> <p>Not in order</p>	
The workplace promotes acts of benevolence and kindness.	<p>In Order</p> <p>Partly in order</p> <p>Not in order</p>	