

Guidance

G1371 Postural Advice for Train & Instructor Operators

1 Purpose

To provide up-to-date postural advice from Occupational Health.

Please refer to specific stock training guides for greater detail on individual cab adjustments.

2 Scope

This advice in this document is applicable to anyone who operates London Underground trains.

3 Guidance

3.1 Train operator's seat and posture

Just as you alter your car seat when someone has been driving your car, you should also adjust your train operator's seat before you operate the train.

Here are some pointers to help you adjust your seat:

You must ensure you have sufficient vision of the track and stopping marks.

- **Seat height** - This will impact on your sitting posture and also the posture of the arm you operate the Traction Break Controller (TBC) with.
- **Foot rest** - The sole of the foot should lay flat on the floor or footrest and there should be very little pressure on the back of the knee or underneath of the thigh. Don't twist your legs to one side.
- **Backrest** - Usually a slightly reclined backrest is more comfortable and supportive than one that is either bolt upright (poor comfort) or too far back (poor support).
- **Seat depth** - Ensure your bottom is as far back in the seat as possible. If adjustable, move the seat pan forwards to support your thighs, while ensuring there is no direct pressure at the back of the knees.

3.2 Operating the Traction Brake Controller (TBC)

- Adjust the height of the seat so that you can operate the TBC between waist and chest height avoiding the need to slouch or hitch the shoulder.
- Adjust the position of the seat forwards to ensure that the TBC is within comfortable reach to avoid leaning forward away from the backrest.
- Keep your shoulders relaxed.

- Avoid prolonged bending the wrist backwards or sideways when operating the TBC, aiming for a neutral wrist position.
- Avoid gripping the TBC handle too tightly.
- Do not drive with your thumb outstretched over the end of the TBC. Your thumb should be positioned underneath the TBC.
- Take regular 'mini-breaks' when you are not operating the TBC. For example, rest your hand and forearm in your lap to relax the muscles, or choose a couple of these recommended stretches. See page 3.
- On the S stock, Do NOT use the left armrest in conjunction with operating the TBC. Move the TBC with your arm allowing the handle to slide through a lightly gripped hand to avoid strain on wrist.

For further information on S stock adjustment, please refer to latest version of the Train Operators' S stock Quick Start Guide on eZone.

3.3 Quick tips:

Any posture, no matter how good, can lead to discomfort if it is held for too long.

You should aim to regularly stand up and vary your position.

For example, aim to do some of the stretches/exercises on the following pages when your train is stationary. When doing these, ensure that you can still view the necessary monitors.

Or stand to drive for short periods if you are on a stock which allows you to do this and your visual field is not compromised, e.g. S stock. Please refer to stock training for local information and advice.

Watch out for your posture. Be aware of:

- "*Chin poke*". Slouched postures usually result in the chin poking forwards. This can lead to neck and upper back discomfort. Avoiding slouched postures will help to alleviate this
- "*Shoulder hunching*" more common in the shoulder you are operating the TBC with. Your shoulder pulls up towards your ear and results in increased muscle tension on that side of the neck and shoulder.
- "*Relax*". Keep your shoulders relaxed and at the same level while operating the TBC. Ensure a comfortable bend in the elbow whilst you move the TBC through motoring, braking and coasting positions.
- "*At stations*". Think about your posture at stations too. Rather than resting your head in your hands, sit back and relax your arms or try some of the stretches. See page 4.

3.4 Fully Automated Trains (ATO)

Slouching can be a problem when sitting for longer periods of time. Setting up your seat is important even though you do not regularly have to use the TBC.

Stand throughout your shift; Make a habit of standing up regularly and doing some of the recommended stretches. See page 4.

3.5 Tips for Instructor Operators

- Sit upright so there is a small arch in lower back and your head is not poking forwards
- Avoid twisting (if standing move your feet, if sitting move your whole body around not just your back and neck).
- Change position regularly, stand up and try some stretches.

3.6 Referral to Occupational Health

Low back pain physiotherapy

Occupational Health offers a physiotherapy service for employees with low back pain. Ask your manager about this service, or visit the Occupational Health Services/ Physiotherapy Intranet page.

http://luintranet.tfl/working_here/health/occ_health/468.html

Muscle & Joint aches and pains

If you are experiencing discomfort when you are driving and the self-help tips above are not helping, you should advise your manager and your GP. If symptoms persist, a referral to Occupational Health Physiotherapy would be appropriate.

eZone

Use your login to access further useful materials on ezone, including:

Stock training materials

Working Back CD