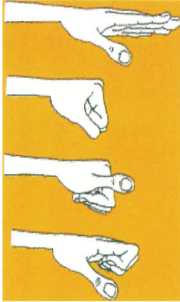


## 10. Hand squeezes

**Target: To improve the circulation to the hand and improve gliding of the tendons of the hand and forearm.** Begin with your wrist straight and your fingers fully extended. Initially make a normal fist and for 3 seconds. Then touch your finger tip to the base of your finger tips to the base of your palm and hold for 3 seconds. Lastly, to make a hook with your finger tips while hand is extended and hold for 3 seconds. Repeat each exercise 5 times.



## 11. Backward bends in standing

**Target: Stretch the anterior trunk and hips and joints in the lower back.** Place your hands in the small of your back and slowly bend backwards until you feel a gentle stretch in your trunk. Hold the stretch for 3 seconds and repeat 10 times.

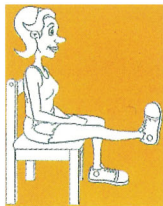


## 12. Sitting trunk rotations.

**Target: Soft tissue around the spine.** Slowly twist your entire body until you feel a stretch. Hold this for 3 seconds. Repeat 5 times each way.

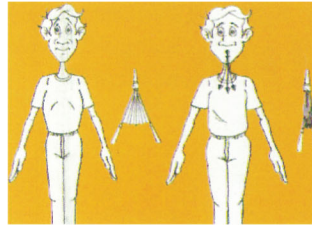
## 13. Sitting hamstrings and calf stretch

**Target: The back of the leg and the bottom of the foot.** Straighten one of your knees until you feel a stretch in the hamstrings. Then, flex up the foot and toes until you feel a stretch in the back of your calf and the bottom of your foot. Hold for 3 seconds. Repeat this 10 times on each leg.



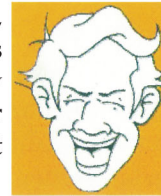
## 14. Deep breathing

Place your fingers below your rib cage. Breathe in through your nose and out through your mouth. Inhale for a count of 4 exhale for a count of 4 with a slight pause in the middle.



## 15. Smile breaks

Stand up, relax your shoulders, take a couple of deep breaths and then smile. Not just any smile, but one that goes from ear to ear. Now hold this for at least 30 seconds.



This exercise simply to decrease stress and improve muscle relaxation. If you are feeling glum, miserable, depressed, tired, angry, or just frazzled, try this simple exercise. Your mind and body do work together. If you relax your mind, it relaxes your body.

**Consult a medical doctor if the pain persistent. Report to Safety and Health Committee of your workplace regarding the problems for action to be taken.**

For further information:

Bahagian Kesihatan Industri  
Jabatan Keselamatan dan Kesihatan Pekerjaan  
Aras 2, Blok D3, Parcel D  
62502 Putrajaya  
Telefon: 603-8886 5000  
Faksimili: 603-8889 2339



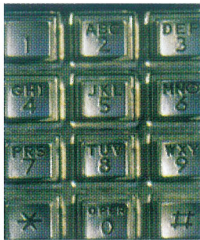
# 15 Exercise Breaks for VDU user

*Together in Creating  
Safe & Healthy Work  
Culture*

**Department of  
Occupational Safety & Health  
Ministry of Human Resources  
Malaysia**



# Exercise Breaks (Stretching)



Stretching during work is a good idea, provided it is done properly. Stretching can release tension and improve circulation to the working muscles, tendons and joints and blood circulation.

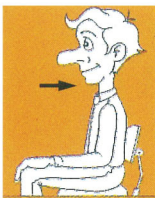
**Take a 5-minutes break for every 60 minutes spent on the computer.**

## 1. Eye strengthening

**Target: The muscles around the eyes.** Focus your gaze on the tip of your nose without blinking. Then close your eyes and relax. Focus on your area between the eyebrows above your nose without blinking. Then close your eyes and relax. Without turning your head, focus both eyes on your left shoulder. Then close your eyes and relax. Repeat this sequence with the right shoulder. Lastly, place the palms of your hands on your closed eyes and rest for as long as you would like.



## 2. Chin tuck



**Target: The area where the neck attaches to the skull.** Sitting up and slowly tuck your chin backwards as if you are trying to create a double chin. Hold the stretch for 3 seconds and repeat 5 to 10 times several times a day.



## 3. Neck rotations

**Target: The neck rotators.** Slowly turn your head until you feel a gentle stretch. Hold for 3 seconds and repeat 10 times each way.

## 4. Shoulder shrugs

**Target: Muscles at the side of the neck.** Lift your shoulders up towards your ears and hold them there for 3 seconds. Then drop down as far as they will comfortably go and hold the stretch for 3 seconds. Perform 10 of these exercises.



## 5. Shoulder blade squeeze

**Target: Stretch the front of the chest and improve shoulder posture.** Sit up tall and then, squeeze your shoulder blades down and in. Hold this for 3 seconds and repeat 10 times.

## 6. Overhead wall stretch.

**Target: Stretch the shoulders and large trunk muscles.** Lift your arms forward into an overhead position. Hold each stretch for 3 seconds and repeat 10 times.



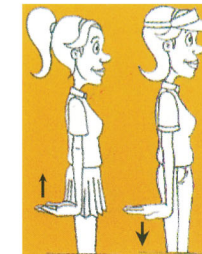
## 7. Wall slide overhead reach

**Target: The chest muscles, the large muscles of your back and shoulder blades, and the soft tissue and muscles of your shoulders.** Your arms should be in W position with your wrists just below shoulder height. Slowly raise your arms overhead and hold for 3 seconds and repeat 10 times.



## 8. Elbow stretch

**Target: The muscles and connective tissue on the outside and inside of your elbow and forearm.** With your arm held down to your side, slowly bend your wrist, bringing your palm up towards the ceiling. Then, with your hand at your side and the palm facing forward extend the hand and fingers backwards. Hold for 3 seconds and repeat 10 times each exercise.



## 9. Palm up and down

**Target: The muscles on the inside and outside of the elbows.** Slowly turn forearms into the palm up position and hold it for 3 seconds. Next turn your forearms until your palm are facing the floor and hold for 3 seconds. Repeat this 10 times each way.

