

**Employers must place this poster in the workplace where workers can easily see it.**

***The Maine Video Display Terminal (VDT) Law gives certain rights to people who use computers for work.***

**Video Display Terminals** MRSA Title 26 §251.

1. Bureau. "Bureau" means the Department of Labor, Bureau of Labor Standards.
2. Employ. "Employ" means to employ or permit to work.
3. Employee. "Employee" means any person engaged to work on a steady or regular basis as an operator by an employer located or doing business in the State.
4. Employer. "Employer" means any person, partnership, firm, association or corporation, public or private that uses 2 or more terminals at one location.
5. Operator. "Operator" means any employee whose primary task is to operate a terminal for more than four consecutive hours, exclusive of breaks, on a daily basis.
6. Terminal. "Terminal" means any electronic video screen data presentation machine, commonly called video display terminals.

For full text of the statute visit MRSA Title 26 §251, 252.

**Education and training** MRSA Title §252.

Every employer shall establish an education and training program for all operators as provided in this section.

1. Requirements. An employer's education and training program must be provided both orally and in writing, except that an employer that uses fewer than 5 terminals at one location may provide the education and training program in writing only.

**The program must include, at a minimum:**

- A. Notification of the rights and duties created under this subchapter by posting in a prominent location in the workplace a copy of this subchapter.
  - B. An explanation or description of the proper use of terminals and the protective measures that the operator may take to avoid or minimize symptoms or conditions that may result from extended or improper use.
  - C. Instruction related to the importance of maintaining proper posture during terminal operation and a description of methods to achieve and maintain this posture, including the use of any adjustable work station equipment used by the operator.
2. Literature; clearinghouse. The bureau shall recommend to employers, for use in education and training programs, occupational safety literature that provides appropriate, current and pertinent data on terminal use.
  3. Training schedule. Employers shall provide operators with this education and training program within 30 days of employment and annually thereafter.

If you have questions about working safely at the computer, speak to your supervisor or contact the  
Maine Department of Labor  
Bureau of Labor Standards

**Telephone: 1-877-SAFE-345 (1-877-723-3345)**

TTY users call Maine Relay 711.

Web site: [www.maine.gov/labor/bls](http://www.maine.gov/labor/bls)

Email: [mdol@maine.gov](mailto:mdol@maine.gov)