

Policy on the Allocation of Sit-Stand Desks

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1. Purpose

This policy provides guidance on how requests for sit-stand desks are assessed and managed. The goal is to promote employee health and comfort through appropriate ergonomic support and professional advice.

2. Background

A sit-stand desk can support a more varied working posture but is not a medical solution for back or posture-related discomfort. In many cases, adjustments to the existing workstation, increasing movement during the workday or targeted physiotherapy may be more effective. To ensure a thoughtful and consistent approach, this policy outlines the steps employees should follow when back or posture-related discomfort arises.

3. Alternative Ergonomic Solutions

Before a sit-stand desk is considered, several other measures may be explored, including:

- Adjusting the chair, monitor height, or desk setup
- Encouraging posture and movement training
- Implementing regular movement breaks or stretching exercises
- Providing education on healthy workstation habits

These interventions are often more effective in addressing discomfort than changing the desk itself.

4. Potential Limitations of Sit-Stand Desks

While sit-stand desks promote movement, they do not automatically prevent or resolve back pain. Common challenges include:

- Incorrect use (standing too long or in poor posture)
- Increased leg or foot fatigue
- Minimal benefit if overall movement habits remain unchanged

Employees are therefore encouraged to view sit-stand desks as part of a broader approach to workplace health, not as a standalone solution.

6. Procedure

Step 1: Desk Check

When an employee experiences discomfort, a desk check will be carried out by the EHS coordinator. This check ensures that the current workstation is set up correctly and identifies potential improvements.

Step 2: Professional Support

If discomfort persists, the employee is expected to seek advice or treatment from a physiotherapist to address underlying causes and receive appropriate exercises or rehabilitation.

Step 3: Observation Period

After the desk check and physiotherapy, there will be an observation period — 4 weeks — to monitor progress and evaluate whether the interventions have improved the situation.

Step 4: Evaluation

An evaluation meeting will be held between the employee and the EHS coordinator. Together they will review:

- The results of the interventions
- The employee's recovery and comfort level
- Whether a sit-stand desk is still considered necessary

If it is determined that a sit-stand desk may add value, it can be approved and arranged accordingly.