

CERTIFIED TRAINED PERSON (ADVANCED ERA)

Training Course:
Ergonomics Risk Assessment at the Workplace (Advanced)

Date : 2nd-4th May 2018 (3 days)
Venue: CIESH Excellent Academy, Seri Kembangan, Selangor
Fee : *RM 1,500/pax (Advanced ERA)
*GST is not applicable
Special Rate for HFEM Active Members (10% off discount)

The 3 days training covers the following:

1. Introduction to physical ergonomics
2. Health effect due to exposure to ergonomics risk factor
3. Sign and symptoms of ergonomics-related injuries and MSDs
4. Process to correctly fill in and manage self-assessment form and complaint form
5. Ergonomics risk factors
6. Use of ergonomics checklist (including hands-on practical)
7. Advanced methods for assessment for the following risks:-
 - i) Postural
 - ii) Manual handling
 - iii) Repetitive motion
 - iv) Vibration
 - v) Environmental ergonomics
8. Ergonomics control measures, improvement and management program
9. Report Writing

Objectives

At the end of the course, participants will be able to:

- i) identify most ergonomics risk factors that may cause harm to employees;
- ii) determine the likelihood of harm arising from exposure to the ergonomics risk factors;
- iii) recommend appropriate control measures towards risk reduction.

Tentative schedule

Time	Topic
9.00am	Overview of Ergonomics Guidelines on Ergonomics Risk Assessment at Workplace 2017
10.30am	Tea Break
10.45am	Ergonomics Risk Assessment Tools – Body Symptom Survey (Nordic, Cornell) & Initial Ergonomics Risk Assessment
12.00pm	Assessing Postures - RULA/REBA/WERA
1.00pm	Lunch and prayer break
2.00pm	Assessing Repetitive Task / Manual Task – ART Tool, OCRA, ManTRA
3.30pm	Tea Break
3.45pm	Assessing Repetitive Task / Manual Task Continue
5.00pm	End of Day 1

Time	Topic
9.00am	Assessing Forceful Exertion – MAC Tool, NIOSH Lifting Equation, Snook Table
10.30am	Tea Break
10.45am	Assessing Forceful Exertion Continue
1.00pm	Lunch and prayer break
2.00pm	Assessing Vibration & Environmental Factors
3.30pm	Tea Break
3.45pm	Ergonomics Control Measures
5.00pm	End of Day 2

Time	Topics
9.00am	Conducting Advanced ERA (Practical)
10.30am	Tea Break
11.00am	Group Activity/ Discussion – Analysis & Results
1.00pm	Lunch and Friday Prayer
2.30pm	Group Activity/ Discussion – ERA Report
3.30pm	Tea Break
3.45pm	Group Presentation
5.00pm	Summary & Closing
5.30pm	End of Day 3

Trainer/Facilitator



Associate Professor Dr. Shamsul Bahri Md Tamrin is a Industrial Hygiene/Occupational Ergonomic lecturer in Environmental & Occupational Health, UPM. He had supervised a total of 62 undergraduate students and 18 postgraduate students with 6 PhD students and had completed many research projects sponsored by The Ministry of Science and Innovation and Ministry of Higher Education with the total grant of RM1.7 million. This includes research in industrial ergonomics including intervention of ergonomics injuries among commercial vehicle drivers, improvement of school ergonomics and ergonomics intervention in agriculture especially related to oil palm industries. He is currently one of the consultants for various project with DOSH with total gran of RM2.1 million. Under UPM, he owns industrial patent for Ergonomic bus seat design, ergonomics furniture for school and currently tool for harvesting free fruit bunch. He was among recipient of awards both National and International award especially related to ergonomics improvement among bus drivers. Besides publishing peer reviewed publications, he had consulted DOSH and various industries in occupational safety and health issues including noise exposure, audiometry, indoor air quality, epidemiological study on musculoskeletal disorders and developing the Malaysian Occupational Safety and Health Profile in 2008. He is currently the president of Human Factors and Ergonomics Society of Malaysia, an exco member of South East Asia Network of Ergonomics Societies (SEANES). Member of International Ergonomics Association (IEA), Member of Asian Council of Ergonomics Design (ACED). He is also one of MQA panelists on OSH curriculum for various private and government Universities. He is also the national committee on developing Ergonomics risk assessment guideline for DOSH and technical member in developing guideline for manual handling with NIOSH.



Dr. Ng Yee Guan is currently a Senior Lecturer at Universiti Putra Malaysia. He has completed and obtained his PhD in Occupational Health and Safety on February 2015. He currently teaches Industrial Hygiene as a core subject for the Bachelor of Science in Environmental and Occupational Health at UPM. He is also the Postgraduate Coordinator for the Faculty of Medicine and Health Sciences, UPM. He is actively involved in non-profit professional organization such as Human Factors and Ergonomics Malaysia and Malaysian Industrial Hygiene Association (MIHA). His current research work and consultation focus primarily on Occupational Safety and Health, Industrial Hygiene (such as chemical exposure monitoring, indoor air quality, noise, vibration, etc), Ergonomics (specifically physical ergonomics and participatory ergonomics which includes specifically hands-arm vibration study, office ergonomics, lighting, ergonomics assessment method, Participatory Action-Oriented Training, etc. He also has strong foundation and passion for Industrial or Occupational Hygiene. Much of his work were as consultant in the field of physical and office ergonomics, noise exposure, indoor air quality, chemical exposure assessment and monitoring, etc. He looks forward to be involved intensively on research related to exposure assessment in terms of methods and effects.

Training Administrative Details

Registration mode	:	<ul style="list-style-type: none">● First-come-first-served basis.● Registration will be closed one week before course date.● Walk-in participants with payment will be admitted on a 'space availability' basis only.
Seat available	:	20 pax for every session
Payment method	:	<p>i) Electronic Transfer fund*</p> <p>ii) Cheque*</p> <p>*Receipt of deposited cheque/electronic transfer fund can be made in favour of the "Human Factors and Ergonomics Society (M)", account no. 564717004441 (MAYBANK) should be forwarded 1 week before the course date to the HFEM.</p> <p>iii) Cash term. Applicable for:-</p> <ul style="list-style-type: none">a. Pre-registration booking 1 week before course dateb. Walk-in <p>iv) Company guarantee letter. e.g. Letter of Undertaking(LOU)</p>
Course fee	:	<p>*RM 1,500/pax (Advanced ERA)</p> <p>*GST is not applicable</p> <ul style="list-style-type: none">❖ Special Rate for HFEM Active Members (10% off discount)● Fee includes provision of refreshment; (breakfast/morning tea break, lunch, and evening break); training materials including hardcopy of Guidelines On Ergonomics Risk Assessment At Workplace 2017; certificate of training)
Cancellation policy	:	<p>There will be no refund for cancellation within 2 days prior to the program, 50% for cancellation between 3 – 6 days and full refund for cancellation 7 days prior to the program.</p> <ul style="list-style-type: none">● Refund process will take place 3-4 weeks after program● Please inform and notify via email to contact person about cancellation.● A replacement can be accepted at no additional
Contact Person	:	<p>Ms. Nur Sabrina Mohd Nasir Executive HFEM Tel no.:0164221837 Email address: sabrina@hfem.org (primary) nsabrina.mn@gmail.com (alternative)</p>