

1. Ergonomics Risk Assessment Training for Ergonomics Trained Person, Level: 1 (Initial)

No. of session : 1 (1 session-2 days)

No. of pax : 20-25 pax/session

Course description : Ergonomic Trained Person (Initial ERA) program provides the fundamental courses in Ergonomic Risk Assessment that allow individuals to register as Ergonomics Trained Persons. A trained person is someone who has undergone ergonomics risk assessment training and is able to conduct the assessment and/or in-house training for the employees of organization.

Course benefit : In compliance with DOSH ERA GUIDELINES 2017 and Systematic Occupational Health Enhancement Level Programme (SOHELP) Requirement.

Course outline :

- ✓ Introduction to physical ergonomics
- ✓ Health effect due to exposure to ergonomics risk factors
- ✓ Sign and symptoms of ergonomics-related injuries and MSDs
- ✓ Ergonomics risk factors
- ✓ Awkward posture
- ✓ Static and sustained work posture
- ✓ Forceful exertion
- ✓ Repetitive motion
- ✓ Hands-arm and whole-body vibration
- ✓ Environmental risk factors
- ✓ Use of ergonomics checklist (including hands-on practical)
- ✓ Procedure to correctly fill in and manage self-assessment form (Appendix 1) and complaint form (Appendix 2)
- ✓ Ergonomics control measures, improvement, and management program
- ✓ Guide to report writing for initial ERA

Target Group : Safety Officer, HR Manager and executive, Safety Manager, Safety Executive, Safety Promoter, Lecturer, Student

Methodology : Physical Training

Certification body : Department of Occupational Safety and Health Malaysia (DOSH)- JKKP HIE 127/171-9/P1 Klt 2 (18)

Tentative schedule :

DAY 1 (18TH OCTOBER 2022)

TIME (H)	TOPIC
0845-0900	Registration
0900-1000	Introduction and overview to ergonomics
1000-1015	Morning break
1015-1100	Sign, symptoms, and health effects
1100-1300	Guidelines of Workplace Ergonomics Risk Assessment
1300-1415	Lunch and prayer break
1430-1530	Introduction to Ergonomics Checklist
1530-1545	Tea break
1545-1700	Group work discussion
END OF SESSION	

DAY 2 (19TH OCTOBER 2022)

TIME (H)	TOPIC
0845-0900	Registration
0900-1000	Case study discussion
1000-1015	Morning break
1015-1300	Report writing workshop of Initial Ergonomics Risk Assessment
1300-1415	Lunch & prayer break
1415-1500	Writing test
1500-1515	Tea break
1515-1700	Presentation of report writing by groups
END OF SESSION	

TRAINING FEE:

Inclusive of the following items: -

- i. Training materials
- ii. Certificate fee/courier fee
- iii. Examination fee (writing test and individual report assignment)
- iv. ETP registration process

TYPE OF CERTIFICATE AWARDED:

Certificate of attendance issued upon completion the course with full attendance

Certificate of completion issued upon completion and successfully pass the assessment (writing test & individual report assignment)
