



COURSE OVERVIEW HE0858

Industrial Hygiene Certification Program OHTA506: Ergonomics Essentials

(Accredited by OHTA)

Course Title

Industrial Hygiene Certification Program: OHTA506: Ergonomics Essentials (Accredited by OHTA)

Course Date/Venue

November 11-15, 2024/Fujairah Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE

A CEUS

(34 PDHs)

Course Reference

HE0858

Course Duration

Training: Five days/3.4 CEUs/34 PDHs

Exam: One day/2 Hours

Total: 6 Days

Course Description

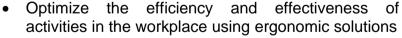


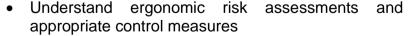
This practical and highly-interactive course includes real-life case studies where participants will be engaged in a series of interactive small groups and class workshops.

This course aims to provide a broad-based introduction to ergonomics (musculo-skeletal disorders, manual handling, etc.) and their application in design of work, equipment and the workplace including social and legal concerns.



On completing this course successfully, participants will be able to:-





- Understand the causes of upper limb disorders and how to reduce them
- Understand the impacts of workplace layout and equipment design
- Appreciate environmental aspects of good ergonomic design





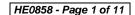


























The course normally run as a taught course over 5 days (including lectures, tutorials, practical/demonstration sessions, guided reading, overnight questions and examination).

This course is designed to provide participants with a detailed and up-to-date overview of OHTA506: Ergonomics Essentials. It covers the general principles of ergonomics; the history and scope of ergonomics and systems of works; the aims, objectives and benefits of ergonomics and occupational ergonomics; the human characteristics, capabilities and limitations, human error, teamwork, ageing and the role of the ergonomist; the biological ergonomics comprising of body systems, the musculoskeletal system, posture and movement, bio mechanics, anthropometry and work physiology; the perception and cognition, memory, decision making, perception, signal detection and vigilance; the motivation and behavior, work 'stress' preventive and protective measures, work orientation and rest and work breaks; and developing an ergonomics strategy at work through proper commitment and decision-making, macro-ergonomics and participatory ergonomic.

During this interactive course, participants will learn the ergonomics methods and techniques, work design, ergonomics risk management and measurements and information gathering; the nature and causes of manual handling disorders (musculoskeletal disorders) and work-related upper limb disorders (WRULD), WRULD/repetitive strain injuries/cumulative trauma disorders; the principles of workplace and work systems design, workstation and equipment design; the information, displays and controls; the physical factors of the work environment, vision and lighting, noise, thermal environment, vibration, smell, taste and tactile senses and clothing and protective equipment; the standards and social aspects of ergonomics; and the training, experience and skill development, health information and measuring the impact of ergonomics.

Course Objectives

Upon the successful completion of this course, each participant will be able to:

- Achieve the OHTA Certificate in OHTA506: Ergonomics Essentials
- Discuss the general principles of ergonomics including the history and scope of ergonomics and systems of works
- Explain the aims, objectives and benefits of ergonomics and occupational ergonomics
- Describe the human characteristics, capabilities and limitations as well as human error, teamwork, ageing and the role of the ergonomist
- biological ergonomics comprising body Recognize of systems, the musculoskeletal system, posture and movement, bio mechanics, anthropometry and work physiology
- Carryout perception and cognition, memory, decision making, perception, signal detection and vigilance
- Apply motivation and behavior, work 'stress' preventive and protective measures, work orientation and rest and work breaks

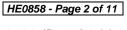






















- Develop an ergonomics strategy at work through proper commitment and decision-making including macro-ergonomics and participatory ergonomic
- Employ ergonomics methods and techniques, work design, ergonomics risk management and measurements and information gathering
- Discuss the nature and causes of manual handling disorders (musculoskeletal disorders) and work-related upper limb disorders (WRULD), WRULD/repetitive strain injuries/cumulative trauma disorders
- Describe the principles of workplace and work systems design including workstation and equipment design
- Explain information, displays and controls and physical factors of the work environment covering vision and lighting, noise, thermal environment, vibration, smell, taste and tactile senses and clothing and protective equipment
- Explain the standards and social aspects of ergonomics covering training, experience and skill development, health information and measuring the impact of ergonomics

Exclusive Smart Training Kit - H-STK®



Participants of this course will receive the exclusive "Haward Smart Training Kit" (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes electronic version of the course materials, sample video clips of the instructor's actual lectures & practical sessions during the course conveniently saved in a Tablet PC.

Who Should Attend

This course provides an overview of all significant aspects and considerations of ergonomics for health and safety professionals, occupational health specialists including physicians and nurses. Specialists in subjects such as acoustics, ergonomics, human factors, occupational psychology, work organisation, biosafety, engineering, analytical chemistry and those who want a broader appreciation of how their role interfaces with other professions over health issues in the workplace will find this course beneficial.

Training Methodology

All our Courses are including Hands-on Practical Sessions using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

30% Lectures

20% **Practical Workshops & Work Presentations**

30% Hands-on Practical Exercises & Case Studies

Simulators (Hardware & Software) & Videos 20%

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

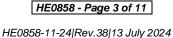






















Course Certificate(s)

(1) OHTA Certificates will be issued to participants who have successfully completed the course and passed the exam of the course.

OHTA Certificate(s)

The following certificate is a sample of the OHTA certificates that will be issued to successful candidates:-



Awarded by the Occupational Hygiene Training Association

Mohammed AL Ali

has successfully completed the course

OHTA506: Ergonomics Essentials

Chris Laszcz-Davis & Stephen Verpaele

Co-Chairs, OHTA Board Issued: 23 March 2024

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Haward Technology
Middle East

Training provided by Haward

Certificate No.: 11138

Supported by



OHTA, Registered UK Charity No. 1168722 www.ohtatraining.org

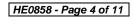






















(2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned during the course.



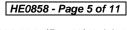






















Certificate Accreditations

Haward Technology is accredited by the following international accreditation organizations:-



Occupational Hygiene Training Association (OHTA)

Haward Technology is an Approved OHTA Trainer under the OHTA201 and OHTA500 series modules that promote better standards of occupational hygiene practice throughout the world.

Haward Technology supports hygiene professionals who wanted people around the world to enjoy the benefits of healthy working environments.

The International Accreditors for Continuing Education and Training (IACET - USA)

Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the ANSI/IACET 2018-1 Standard which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the ANSI/IACET 2018-1 Standard.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking Continuing Education Units (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology Middle East will award 3.4 CEUs (Continuing Education Units) or 34 PDHs (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.



British Accreditation Council (BAC)

Haward Technology is accredited by the British Accreditation Council for Independent Further and Higher Education as an International Centre. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.























Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:



Mr. Peter Jacobs, is a Senior HSE Consultant with almost 25 years of extensive experience within Oil & Gas. Refinery and Petrochemical industries. His wide experience covers in the areas of OHTA Modules (Measurement of Hazardous Substances, Thermal Environment, Noise Measurement & Its Effects, Asbestos & Other Fibers, Control of Hazardous Substances, Ergonomics Essentials, Health Effects of Hazardous Substances), Advanced Industrial Hygiene, Incident Command & Report Writing, HAZOP, HAZMAT,

HAZID, Health Risk Assessment, Modern Safety Risk Management, Process Risk Management, Root Cause Analysis Techniques, HSE Management System Development & Implementation, SAESI Hazardous Materials for the First Responder Operations (NFPA 472), Industrial Safety & Housekeeping, Job Safety & Hazard Analysis, Hazardous Substances Measurement, Workplace Control, Physical Agents, Emergency Response, Chemical & Biological Operations, Basic Safety & Loss Prevention, Safety in Chemical Laboratory, Confined Space Safety, Industrial Hygiene, Occupational Health & Hygiene, Ergonomics, Biological Assessment, Radiation with Radon/Thoron Assessment, Radiation Protection Safety, Radiation Monitoring, Natural Radiation Sources, Nuclear Regulatory Act, Industrial Ventilation, Air Pollution Dispersion Modelling, Basic Clandestine Drug Laboratory Investigation, Chemical Engineering, Fire Safety & Evacuation, Evacuation Safety, Safety Orientation, Hand & Power Tools Safety, Isokinetic Stack Sampling, Dust Exposure, Quantifying Workplace Stressors, Noise & Airborne Pollutants, Thermal Stress, Illumination, Mine Health & Safety, Statistical Method Validation, Legal Audit Compliance, Riot & Crowd Control, ISO 14000, OHSAS 18000, ISO 17025 and ISO 9000.

During his career life, Mr. Jacobs has gained his practical and field experiences through his various significant positions and dedication as the Forensic Science Laboratory Manager, Occupational Hygienist, Radiation Protection Officer, Lead Practitioner, Safety, Health & Environmental (SHE) Specialist, First Responder, OHS Inspector, Ambulance Assistant and LPG Distributor Auditor from various international companies like the Sedulitas, Richards Bay Minerals, Sasol and South African Police Service.

Mr. Jacobs has a Master's degree in Public Health - Occupational Hygiene, a National Diploma in Purchasing Management and an Intermediate Certificate in Mine Environmental Control an Accredited South African Emergency Services Institute (SAESI). Further, he is a Certified Instructor/Trainer, an Appointed Commissioned Officer, a SAIOH/ IOHA President, an Assessor/Moderator of Health & Welfare SETA, a Registered Occupational Hygienist of the Southern African Institute for Occupational Hygiene, awarded as a SAIOH Occupational Hygienist of the Year Award and a well-regarded member of the British Occupational Hygiene Society (BOHS), Mine Ventilation Society of South Africa (MVSSA) and South African Radiological Protection Association (SARPA). He has further delivered numerous trainings, courses, seminars, workshops and conferences worldwide.























Training Fee

US\$ 7,500 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Training Fee

US\$ 280 per Delegate + VAT.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1. Monday 11th day of November 2024

Day 1:	Monday, 11 th day of November 2024
0830 - 0845	Registration & Coffee
0845 - 0900	Welcome & Introduction
0900 - 0915	PRE-TEST
0915 - 0930	Introductions & Course Overview
0930 – 1030	Overview of Ergonomics - General Principles Definition • History of Ergonomics • Scope of Ergonomics and Systems of Work • Aims, Objectives & Benefits of Ergonomics • Fitting the Job to the Person & Person to the Job, Occupational Ergonomics • Systems of Work: Seeing the Whole Picture • Human Characteristics, Capabilities & Limitations • Human Error • Teamwork • Ageing • The Role of the Ergonomist
1030 - 1045	Break
1045 - 1245	Overview of Ergonomics - Biological Ergonomics Body Systems • The Musculoskeletal System • Posture & Movement • Biomechanics • Anthropometry • Applying Work Physiology: Body Metabolism, Work Capacity & Fatigue
1245 - 1330	Lunch
1330 - 1500	Overview of Ergonomics - Psychology at Work Perception & Cognition • Memory • Decision-making • Perception of Risk • Signal Detection Theory • Vigilance • Motivation & Behaviour • Work 'Stress' - Causes, Preventative & Protective Measures • Work Organisation - Shift Work & Overtime • Rest & Work Breaks
1500 - 1515	Break
1515 - 1615	Developing an Ergonomics Strategy at Work Culture of an Organisation – Commitment & Decision-making • Macro-ergonomics & Participatory Ergonomic Teams • Ergonomics at the Design Stage • Developing Ergonomics, Professional Ergonomists & Competence • Seeing the Whole Picture
1615 - 1650	Overnight Questions
1650 – 1700	Recap Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1700	End of Day One

Day 2: Tuesday, 12th day of November 2024

0830 - 0900	Review of Overnight Questions
0900 - 1030	Ergonomics Methods & Techniques - Work Design Allocation of Functions • Task Analysis • Work Organisation Factors to Consider in Allocation of Function • Problems Arising from Poor Work Design • User Trials • Problem Solving – Scientific Method
1030 - 1045	Break























Ergonomics Methods & Techniques - Risk Management Definitions of Hazards & Risk • Ergonomics Risk Identification • Ergonomics Risk Assessment • Controlling Ergonomics Risks • Priorities • Evaluating Controls
Lunch
Ergonomics Methods & Techniques - Measurements & Information Gathering Ergonomics Standards • Methods of Information Gathering/Measurement • Rating Scales, Questionnaires and Check Lists
Standards & Social Aspects Standards • Training, Experience and Skill Development (Acquisition of Physical Skills; Skill Development and Individual Differences; Training Needs Analysis; Types of Training; Education and Training in Ergonomics) • Health Information (Health Information, Legal Duty of Care; Supervision and Records; Measuring Health and Illness) • Measuring the Impact of Ergonomics (Positive Performance Indicators (PPIs); Negative Performance Indicators (NPIs); Injury/illness Rates; Program Evaluation; Strategic Planning; Key Performance Indicators; Program Audits; Accident and Incident Investigation; Cost-Benefit Models)
Break
Musculoskeletal Disorders - Manual Handling Introduction & Definition • The Nature & Causes of Manual Handling Disorders (Musculoskeletal Disorders) • Low Back Disorders
Overnight Questions
Recap Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
End of Day Two

Day 3. Wednesday 13th day of November 2024

Day 3:	wednesday, 13" day of November 2024
0830 - 0900	Review of Overnight Questions
	Musculoskeletal Disorders - Manual Handling - (cont'd)
0900 - 1030	Risk Assessment • Job Design and Training • Principles of Handling and
	Preventative & Protective Measures
1030 - 1045	Break
	Musculoskeletal Disorders – Work-Related Upper Limb Disorders (WRULD)
1045 - 1245	The Nature & Causes of WRULD/Repetitive Strain Injuries/Cumulative Trauma
1043 - 1243	Disorders • Risk Assessment • Principles of Control, Preventive & Protective
	Measures
1245 - 1330	Lunch
1330 - 1500	Musculoskeletal Disorders – Practical
1500 - 1515	Break
	Workplace, Job & Product Design - Work Environment
1515 - 1630	Principles of Workplace and Work Systems Design • Workstation & Equipment
	Design • Tools
1630 - 1650	Overnight Questions
	Recap
1650 - 1700	<i>Using this Course Overview, the Instructor(s) will Brief Participants about the Topics</i>
	that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1700	End of Day Three

Thursday, 14th day of November 2024 Dav 4:

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0830 - 0900	Review of Overnight Questions
0900 - 1030	Workplace, Job & Product Design - Work Environment (cont'd) Chairs and Seating • Vehicle Cabs • Computers (Visual Display Terminals) & Workstation Design
1030 - 1045	Break























1045 - 1245	Workplace, Job & Product Design - Information, Displays & Controls Design Principles for Displays & Controls • Information & Displays • Danger & Information Signals • Controls • Principles of Software Ergonomics
1245 - 1330	Lunch
1330 - 1500	Physical Factors of the Work Environment Vision & Lighting (The Eye & Visual Capabilities; Lighting for Work) • Noise (Ears & Hearing; Noise) • Thermal Environment (Work in Hot or Cold Environments; Measuring the Effect of Heat and Cold)
1500 – 1515	Break
1515 – 1630	Physical Factors of the Work Environment (cont'd) Vibration (Hand-Transmitted Vibration; Whole Body Vibration) • Smell, Taste & Tactile Senses (Olfactory (Smell) Ability & Taste; Skin & Touch) • Clothing & Protective Equipment
1630 - 1650	Overnight Questions
1650 – 1700	Recap Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1700	End of Day Three

Day 5. Friday 15th day of November 2024

Day J.	Triday, 15 day or November 2024
0830 - 0900	Review of Overnight Questions
0900 - 1000	Revision
1000 - 1045	Break
1045 – 1245	MOCK Examination
1245 - 1330	Lunch
1330 – 1430	Examination Review
	Course Conclusion
1430 - 1445	Using this Course Overview, the Instructor(s) will Brief Participants about the Course
	Topics that were Covered During the Course
1445 – 1500	Presentation of Course Certificates
1500	End of Course

MOCK Exam

Upon the completion of the course, participants have to sit for a MOCK Examination similar to the exam of the Certification Body through Haward's Portal. Each participant will be given a username and password to log in Haward's Portal for the MOCK exam during the 7 days following the course completion. Each participant has only one trial for the MOCK exam within this 7-day examination window. Hence, you have to prepare yourself very well before starting your MOCK exam as this exam is a simulation to the one of the Certification Body.

Dav 6: OHTA Online Exam (to be scheduled within 30 days of course completion)

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0900 - 0945	OHTA Exam Registration/Briefing
0945 - 1145	OHTA Exam
1145 - 1200	Closing Ceremony
1200	End of Exam























Practical Sessions

This practical and highly-interactive course includes the real-life case studies and exercises:-



Course Coordinator

Mari Nakintu, Tel: +971 2 30 91 714, Email: mari1@haward.org











