

Ergonomics Awareness Training Course

1 Day Course

Module 1: Introduction

- Health and safety and law in South Africa
- Ergonomics and occupational health
- The term ergonomics
- What is meant by ergonomics?
- Why is workplace ergonomics important?

Module 2: Overview of Legislation Governing Workplace Ergonomics in South Africa

- Specific prescriptions governing ergonomics in South Africa
- Facilities Regulations, 2004
- Construction Regulations, 2014
- The Ergonomics Regulations
- Composition of the regulations
- The Ergonomics Regulations, 2019
 - ER 1: Important definitions
 - ER 2: Scope of application
 - ER 3: Instruction, information and training
 - ER 4: Duties of persons who may be at risk of exposure to ergonomic risks
 - ER 5: Duties of designers, manufacturers, importers and suppliers
 - ER 6: Ergonomic risk assessment
 - ER 7: Risk control
 - ER 8 Medical surveillance
 - ER 9: Maintenance of controls
 - ER 10: Records
 - ER 11: Ergonomics health and safety technical committee
 - ER 12: Offences and penalties
 - ER 13: Short title and commencement
- Regulations on Work - Related Upper Limb Disorders

Module 3: Domains of Ergonomics

- Specialization
- Physical ergonomics
- Cognitive ergonomics
- Organizational ergonomics

Module 4: Integration of Ergonomics into OHS

- Integration of ergonomics into occupational health and safety (OHS)
- Focus of ergonomics
- Micro ergonomics
- Macro ergonomics
- Using ergonomics principles to create a safer and more efficient work environment
- Worker participation in applying ergonomics principles
- Benefits of ergonomics

Module 5: Identifying Workplace Problems

- Elements in occupational ergonomics
- Support for people at work

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Module 6: Risk Management in the Workplace

- Work-related hazards and risks
- The risk control process, hazard and risk identification, risk assessment and control
- Hazard and risk identification
- Risk assessment techniques
- Assess ergonomic risk factors

Module 7: Risk Control and Evaluation

- Implementing control measures
- Hierarchy of control
- Evaluation of changes
- Ergonomics risk management process flow

Purpose of this session

Ergonomics can roughly be defined as the study of people in their working environment. Ergonomics awareness training is one of the most essential elements of an effective ergonomics process. The purpose of training in ergonomics is to provide people with the skills, knowledge, abilities and tools to accomplish their designated responsibilities.

The basic principles of ergonomics introduced in this course should be a vital component in every organisation. The increased rate and high cost of ergonomic injuries and illnesses such as carpal tunnel syndrome, tendinitis, and MSDs cut across all industries and occupations. Ensuring that your employees remain healthy and safe at work boosts morale and increases your company's profitability. Ergonomics training will lower the risk of work-related injuries and improve employee productivity and morale through well-being. Increase your profitability by maximizing your workforce's satisfaction and productivity.

The course will be useful for:

- Managers
- Health and Safety Officers
- Health and Safety Representatives
- Health and Safety Committee Members
- Union Representatives
- Possible co-opted members
- Persons involved with the day-to-day activities of health and safety
- All employees

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