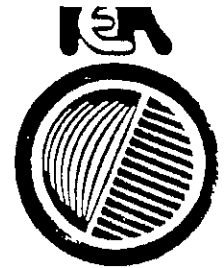


INTERNATIONAL ERGONOMICS ASSOCIATION

- | | | |
|--------------------------|------------------------------|--|
| <input type="checkbox"/> | <i>President</i> | Sadao Sugiyama, Ph.D., School of Sociology, Kansai Gakuin University,
Nishinomiya, Hyogo, JAPAN
Tel: Office 0787-31-3256 |
| <input type="checkbox"/> | <i>Vice
President</i> | Tarald Kvisteth, Ph.D., University of Minnesota, Dept. of Mechanical Engineering
125 Mechanical Engineering 111 Church Street, S.E., Minneapolis, MI 55455, USA
Tel: Office 612-373-2979 |
| <input type="checkbox"/> | <i>Secretary
General</i> | Merry L. Davis, Eastman Kodak Company, Kodak Park, Bldg 320, 2nd floor,
Rochester, NY 14650, USA
Tel: Office 716-722-6867 |
| <input type="checkbox"/> | <i>Treasurer</i> | Prof. Brian Shackel, Dept. of Human Sciences
University of Technology, Loughborough, England |
| | <i>Bankers</i> | Lloyds Bank Ltd. Account No. 11805606 |



August 20, 1985

REPORT FROM THE PRESIDENT (1982-1985)

Sadao Sugiyama
President, IEA

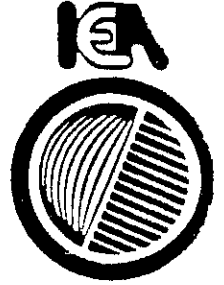
In 1982 when my term as President started, it seemed to me that the IEA activities were not yet systematized fully and orderly enough as an international federation of national societies. I also thought that it was because of inadequacy to fully utilize the vital and energetic manpower scattered all over the world. In addition to this, there was a more visible condition which IEA had; that is to say, according to my experience with IEA in the past, we were always in shortage of necessary fund for activities, which, I think, is an unavoidable basic condition which IEA has and will have even in the future. We understand very well that no one will pay for anything unless it is valuable for him. It is obvious, however, that our administrative duty is to promote vital international activities of IEA, which is by all means truly valuable.

Outside of IEA, humanization or re-humanization of rapidly developing sciences, technology and industry in every country has become an important social issue. Thus, everybody has become aware of the importance of ergonomic consideration in every sector of human activities. Therefore, expectation toward IEA activities has been becoming urgent everywhere in the world. To answer to this social demand is our obligation. On the other hand, we recognize the tendency that human activities have become more and more diversified into numerous segments, and in this the fields of sciences and technologies are no exception. Proper integration of numerous human activities is urged for the sake of well-being of the human, which is our main concern as ergonomists and human factors scientists. Under these circumstances, what IEA can do in order to meet such growing needs of the society is to promote volunteer activities from entirely unselfish motives.

Now the results of our three years' activities is obvious as reported by other officers and chairpersons of various committees. It is remarkable indeed how much time and effort they have devoted to their work during the three years.

On the other hand, however, I know that we have left so many things yet unsolved, and in order to vitalize this international organization for its future progress, the following points may be suggested.

INTERNATIONAL ERGONOMICS ASSOCIATION



- President** Sadao Sugiyama, Ph.D. School of Sociology, Kwansai Gakuin University, Nishinomiya, Hyogo, JAPAN
Tel.: Office 0797-31-3256
- Vice President** Yareid Kvisteth, Ph.D., University of Minnesota, Dept. of Mechanical Engineering, 125 Mechanical Engineering, 111 Church Street, S.E., Minneapolis, MI 55455, USA
Tel.: Office 612-373-2979
- Secretary General** Harry L. Davis, Eastman Kodak Company, Kodak Park, Bldg. 320, 2nd floor, Rochester, NY 14650, USA
Tel.: Office 716-722-8967
- Treasurer** Prof. Brian Shackel, Dept. of Human Sciences, University of Technology, Loughborough, England
- Bankers** Lloyds Bank Ltd, Account No 11805606

- (1) We do not have an updated brochure of IEA for reference.
- (2) We do not know yet whether or not the present IEA administrative system is adequate for IEA activities.
- (3) We all recognize the importance of IEA publications, but we do not yet know what is the best way for the readers scattered all over the world and for providing necessary information for them.
- (4) It is easy to say that ergonomics education is very important, but we do not know yet what to do about it.
- (5) No one will deny the importance of promoting ergonomic researches, but we do not know yet how to promote international cooperative ergonomic researches, in spite of the fact that our related international organization WHO has been developing WHO Collaborating Center in various universities located in various places of the world.
- (6) We have not established a system of exchanging important articles written for the authorized journals of the federated societies.
- (7) We have not yet formally established cooperative relationship with other recognized international federations of learned societies.

Those are topics that immediately came to my mind. Whether or not those can be realized is of course the matter for our future consideration. What I would like to say is about the fact that we still have many unsolved problems which might contribute to the future prosperous development of IEA, if they are solved.

As the president of IEA, I wish to thank all of you who devoted your time and effort for the development of IEA, for the science of ergonomics and human factors, and who cooperated with us during the past three years and who gave me such a wonderful chance to serve for IEA.

Sadao Sugiyama
President, IEA (1982-1985)

INTERNATIONAL ERGONOMICS ASSOCIATION

APPENDIX II



<input type="checkbox"/>	President	Sadao Sugiyama Ph.D. School of Sociology, Keio University Nishinomiya, Hyogo JAPAN Tel.: Office 0787-31-3256
<input type="checkbox"/>	Vice President	Terold Kvalseth Ph.D. University of Minnesota, Dept. of Mechanical Engineering 125 Mechanical Engineering, 111 Church Street, S.E., Minneapolis, MI 55455, USA Tel.: Office 612-373-2979
<input type="checkbox"/>	Secretary General	Harry L. Davis, Eastman Kodak Company, Kodak Park, Bldg. 320, 2nd floor. Rochester, NY 14650, USA Tel.: Office 716-722-6967
<input type="checkbox"/>	Treasurer	Prof. Brian Shackel, Dept. of Human Sciences, University of Technology, Loughborough, England
	Bankers	Lloyds Bank Ltd, Account No 11805606

August 5, 1985

TO: IEA Council Members, Secretaries and Newsletter Editors
FROM: Harry L. Davis, Secretary-General, IEA
SUBJECT: Report of Secretary-General

The past three years can be described as active growth years for the IEA. Growth in the sense of new federated and affiliated societies, growth in the number and diversity of the meetings, symposia, etc. which IEA has sponsored, and growth in the new vitality and activism which can describe the actions of the Council.

New National Ergonomic Societies which have joined the IEA as Federated Societies are:

1. Brazilian Ergonomics Association
2. Österreichische Arbeitsgemeinschaft für Ergonomie (Austria)

Affiliated Societies:

Human Ergology Research Association

New National Ergonomic Societies who are petitioning for membership in IEA are:

1. South East Asian Ergonomics Society
2. South African Ergonomics Society

Countries who have indicated a definite interest and activity in forming an Ergonomics Society and petitioning for membership are:

1. South Korea
2. China
3. Argentina

Truly, the above activity indicates a near explosion in worldwide interest in Ergonomics.

Meetings which have been either sponsored or supported by IEA in the past three years are:

1. Occupational Ergonomics Conference - Toronto, Canada
2. Ergonomic and Health Aspects of Modern Office Jobs - Turin, Italy
3. 1st International Symposium on Human Factors in Organizational Design & Management - Honolulu, Hawaii, USA
4. IEA/Interact 1984 - London, England
5. COMPINT '85 - Montreal, Canada
6. ICSID '85 - Washington, D.C., USA
7. Symposium on Ergonomics in Developing Countries - Jakarta, Indonesia

Council has been most active in the past three years in searching for ways in which it can best organize itself to function more effectively and efficiently in order to meet the growing needs of Ergonomics and Ergonomic Societies worldwide.

To this end, Council formed the following standing committees which will be presenting their first reports at the Council meeting in Bournemouth:

1. Policy and Planning - I. Noy
2. Conferences - T. Kvalseth
3. Awards - S. Sugiyama
4. Publications - J. O'Hare
5. Education - P. Rookmaaker
6. Science & Technology - H. Hendrick
7. International Relations - S. Sugiyama

Council also established several years ago "Ergonomics International" which is our first active newsletter and which is a function of the Publications Committee.

As Secretary-General, for these past three very active and stimulating years, I wish to thank all of you for according me the opportunity and pleasure to serve ergonomics.

Sincerely,



Harry L. Davis
Secretary-General, IEA

cc: IEA Officers

INTERNATIONAL ERGONOMICS ASSOCIATION

REPORT BY THE HONORARY TREASURER - SEPTEMBER 1985

Background

Professor J. Rutenfranz was elected Treasurer at the 8th IEA Congress in Tokyo, August 1982. Unfortunately he had to resign in November 1983 and I agreed to undertake the duty as soon as possible and continue at least until the 9th IEA Congress in Bournemouth, September 1985. I was not able to take over responsibility until March 1984, and therefore this statement must cover and refer in Annexes to records kept both in Deutch-marks by my predecessor and in US dollars by myself. These will be referred to as appropriate in this report.

Income and Expenditure

A summary statement of the position at 30th December 1983 is given in Annex 1, showing the balance at the bank of 2,461.85 DM. In Annex 2 and 3 the details of receipts and expenditures for that year are presented. The details are self-evident covering the regular items of printing and mailing for the IEA Newsletter and the travelling expenses of the officers. The only items perhaps to be noted are the seed money payments of Can-\$3,000 and US-\$3,000 to assist the the International Conference on Occupational Ergonomics, Toronto May 1984, and the present 9th IEA Congress in Bournemouth, respectively. In Annex 4 is the statement giving further details of membership fees, and membership numbers where known, for 1982 and 1983 as at 30 December 1983.

In Annex 5 is presented the last financial statement by Professor Rutenfranz for receipts and expenditures in the early part of 1984, leaving a balance of DM 10,347.69. This balance upon conversion was the starting sum in the US dollars bank account in Britain at US \$ 3698.04.

In Annex 6 is shown the receipts and expenditures for the remainder of 1984, showing a surplus balance at the bank at the end of the year of US \$ 7,428.15. It will be evident that the expenditures are very small, and the largest is the cost of my air fare and related costs to meet Professor Rutenfranz in Dortmund and take over all the accounts and files.

In Annex 7 are shown the receipts and expenditures for 1985 until 30 August. In Annexes 8 and 9 are shown the statements regarding membership dues for 1983 (for continuity with Annex 4) and for 1984 and 1985 as at 30 August 1985. The conversion rates used for calculations are 2.7925 DM to US \$1 (rate at transfer of the bank accounts) and 2.253 Sw.Fr. to US \$1 (rate for 27 August 1985).

Finally, in Annex 10 a summary financial statement is given of the current situation, showing the total receipts and expenditures for 1985 and giving the current balance which has been confirmed as correct by the bank.

It will be noted that there are still some arrears for 1984 as well as quite a number of membership dues not yet received for 1985. A reminder letter was sent out in February/March 1985, but unfortunately coincided with some minor postal disturbance in Britain, and it is known that quite a number of the letters never arrived at their destination. Therefore, another letter has been sent to all relevant societies on 1 July 1985, and the membership dues from this are beginning to arrive.

Discussion

It will be evident from the accounts that I have been rather restrictive in my willingness to agree to expenditure; this is because I felt it essential that the IEA should begin to establish at least some surplus in hand ready for more significant expenditures. It will particularly be noted that the travelling expenses of the officers have been very low (apart from the Vice President to attend the meetings at Turin and Honolulu). The President and Secretary General and their organisations are particularly to be thanked for the way in which they have contributed to the IEA with this economy.

However, members and delegates from the ~~affiliated~~ ^{FEDERATED} Societies should not be misled by the modest balance in hand. We cannot assume that future officers will similarly be able to avoid claiming travel expenses. More important if the IEA is to undertake any significant activities other than the triennial Congress, then it must establish a better surplus and a sounder financial basis.

The Council approved a modest increase in the subscription basis from 2 to 2.5 Swiss francs for the first 600 members of a Society, to operate from January 1985. However, I must point out that since 1979, when the membership dues were established at:

1. 80 Swiss francs fixed amount for each Society
2. plus 2 Swiss francs for each member of a Society up to 600 members
3. and plus 1 Swiss franc per member over 600

there has been a general inflation in the US and Europe which I estimate from the figures I have obtained at between 48% and 73%.

Therefore, if the IEA is merely to keep in step with the past, the membership dues should be increased to figures such as the following:

1. 140 Swiss francs fixed amount for each Society
2. plus 3 Swiss francs for each member of a Society up to 600 members
3. and plus 1.5 Swiss francs per member over 600

^{FEDERATED} However, to establish a sounder basis I would propose that the ~~affiliated~~ Societies should consider a modest increase above that mere correction for inflation. I suggest that it would not be unreasonable for Societies to accept an increase of 25% to 30% above inflation, if only to

allow for the probable inflation in the next three years. Therefore, I would like to propose for consideration the following basis for the future:

1. 175 Swiss francs fixed amount for each society
2. plus 4 Swiss francs for each member of a Society up to 600 members
3. and plus 2 Swiss francs per member over 600

Budget Estimate

To support the above suggestions it is clearly desirable to have a budgetary plan. However, the variation in IEA expenditure is considerable, and budgeting is not at all easy; for example, several types of expenditure only occur once in three years (eg. seed money for conferences) and the subsequent repayment with any surplus as income occurs much later. Again, the size of travel costs is very difficult to predict. However, from past records available to me, and from my best estimates, I believe the following figures correctly represent a middle position for the IEA annual budget. Less frequent meetings of the Council or Executive Committee, or several officers able to cover costs from other budgets, would improve the position; all officers needing to receive full costs, or more frequent meetings than one per annum, would worsen the balance.

Estimated Expenditure	US \$
Seed money for conferences	2,000.00
Printing and mailing	
Newsletter	1,000.00
Officers	200.00
Officers Travel Costs to meetings of Council and Executive Committee (allow 4 x 1200)	4,800.00
IEA Awards	200.00
Miscellaneous office costs	200.00
Support for special schemes	1,000.00
Bank charges	100.00
	<u>9,500.00</u>
Estimated Income (at current dues)	
Membership dues from ^{FEDERATED} Affiliated Societies	5,000.00
Conference Surpluses	700.00
Possible DEFICIT	<u>3,800.00</u>
	<u>9,500.00</u>

The only reason why the IEA has a modest surplus instead of a deficit at this moment is, as noted above, the savings in travel costs made by most of the officers. If the IEA is to operate effectively, even on the very small scale implied by the above expenditure estimate, then clearly the membership dues must be increased to provide a reasonable income.

Recommendation

However, I am aware that quite a number of ^{FEDERATED} ~~Affiliated~~ Societies wish to receive a proposal for a change in membership dues and deliberate it in their own Councils, rather than have their representatives agree such matters on the spot when tabled at an IEA Council Meeting. Therefore I propose the following procedure:-

The delegates attending here from all ^{MEMBER} ~~Affiliated~~ Societies shall refer the motion below to the Council or equivalent body of their Society as soon as possible. Each ~~Affiliated~~ Society shall write to the IEA Treasurer with their vote to be despatched not later than 1 December 1985. ~~Any Society not voting or whose letter~~ ^{AND TO BE} ~~not received by 15 December 1985, shall be deemed to have voted in favour of the motion,~~ which will be carried by a simple majority. The motion is that the membership dues for the IEA from January 1986 shall be:

1. 175 Swiss francs fixed amount for each Society
2. plus 4 Swiss francs for each member of a Society up to 600 members
3. and plus 2 Swiss francs per member over 600

Conclusion

^{FEDERATED} I commend the above recommendation and motion to the IEA Council and the member ~~Affiliated~~ Societies. I believe that this proposal would set the IEA on course for a sounder financial basis and a more respected position among the community of international scientific organisations.

Professor B. Shackel (Hon Treasurer)

*in accordance
with their
constitutional
rights.*

Financial Statement
International Ergonomics Association
per December 30, 1983

1. Balance Commerzbank 1.1.1983	7.751,83	DM	
2. Receipts in 1983	19.830,10	DM	27.581,93 DM
3. Expenditures in 1983			- 25.120,08 DM
			<hr/>
Balance Commerzbank 30.12.1983			2.461,85 DM
			=====

Arrears Membership fees 1983:

Israel	269,-
Mexico	178,-
Netherlands	1.399,-
Poland	1.200,- (1982/83)
Yugoslavia	634,-
	<hr/>
	3.680,- DM

J. Th. L. van der ...

Financial Statement
International Ergonomics Association
per December 30, 1983

Receipts

Membership Fee 1982 (Australia)	802,69		
Membership Fee 1982 (Austria)	163,90		
Membership Fee 1982 (Japan)	560,--	1.526,59	DM
Membership Fee 1983 (England)	1.517,84		
(Australia/N.Z.)	723,48		
(W-Germany)	1.257,01		
(USA)	2.848,43		
(Canada)	496,31		
(Hungary)	389,86		
(Japan)	545,02		
(NES)	1.528,70		
(Austria)	153,00		
(France)	737,64		
(Italy)	453,72	10.651,01	DM
Receipt for unknown reasons (ES of Australia ..; \$ 100,- for purchase of brochures)		254,45	DM
Reimbursement Tokyo Congress (seed \$ 2.500,--)		5.971,25	DM
Surplus Tokyo Congress (\$ 573,85)		1.370,64	DM
Interests		56,16	DM

19.830,10 DM

=====

J. Ritzke

Financial Statement
 International Ergonomics Association
 per December 30, 1983

Expenditures

1. Printing and mailing costs			
- Prof. Konz (Newsletter); 3. 3.83	190.44		
- Prof. Konz " ;21. 7.83	201.18		
- Prof. Konz " ; 7.11.83	207.44		
- Harry Davis (IEA stationery)	218.70	817,76	DM
2. IEA Award Plaques			
		490,15	DM
3. Travelling expenses			
- London Meeting Executive Committee March 20-21, 1983			
Prof. Rutenfranz	705,75		
Harry L. Davis	1.744,26		
Prof. Kvålseth	2.059,79		
- Tokyo Congress 1982			
Harry L. Davis (rest costs)	572,41		
- Turin-Meeting November 1983			
Reg Sell	551,19		
Harry L. Davis	3.351,60	8.985,00	DM
4. Value Added Tax			
IEA/ES Conference on Job Satisfaction.			
September 1977		458,81	DM
5. Remittance fee 1982 Austria			
		164,09	DM
6. Account costs			
		361,07	DM
7. International Conference on Occupational Ergonomics, May 7-9, 1984, Toronto			
seed money Can-\$ 3.000,--	5.737,20		
IEA Congress Bournemouth 1985			
seed money US-\$ 3.000,--	8.106,00	13.843,20	DM
		<hr/>	
		25.120,08	DM
		<hr/> <hr/>	

J. F. H. H.

Membership fees IEA

	1982		1983		Members in 1983
	DM	Arrears	DM	Arrears	
Asociation Mexicana de Ergonomia	178,--			178,-	
Ergonomics Society	1.599,--		1.517,84		629
Ergonomics Society of Australia and New Zealand	790,--		723,48		260
Gesellschaft für Arbeitswissenschaft	1.246,--		1.257,01		492
Human Factors Society USA	2.815,--		2.848,43		2153
Human Factors Association of Canada	495,--		496,31		173
Hungarian Society for Organisation and Management Science	349,--		389,86		7
Israel Ergonomics Society	269,--		269,-		
Japan Ergonomics Research Society	560,--		545,02		199
Nederlandse Vereniging voor Ergonomie	1.399,--		1.399,-		
Nordic Ergonomic Society	1.465,--		1.528,70		657
Osterreichische Arbeitsgemeinschaft für Ergonomie	153,--		153,00		35 (7)
Polish Ergonomics Society		600,--		600,-	
Société d'Ergonomie de Langue Française	755,--		737,64		280
Società Italiana di Ergonomia	416,--		453,72		150
Yugoslav Ergonomics Society	634,--			634,-*	50
	12.970,--	600,--	10.651,01	3.080,-	

*) YFS has applied for foreign currency at the Yugoslavian government

INTERNATIONAL ERGONOMICS ASSOCIATION

- President:** Saseo Sugiyama, Ph.D., Faculty of Sociology,
Evanse: Gakushu University, Hishikomiya, Hyogo, Japan
- Secretary General:** M. L. Davis, Eastman Kodak Co., Kodak Park, Bldg 84,
Rochester, New York 14650, USA
Tel.: Office = 1-716-7220206 Home = 1-716-244-1199
- Treasurer:** Prof. Dr. Dr. J. Bultmann, Ardeystr 67, D-4600 Dortmund, W. Germany
Tel.: Office = 49-231-1084 301
- Bankers:** Commerzbank Dortmund Account No. 210 8508



Financial Statement IEA
per March 23, 1984

Balance Commerzbank 30.12.1983

2.461,85 DM

Receipts

Membership Fees

NAUK Poland 1982 and 1983	1.296,26
Yugoslav Ergonomics Soc. 1983	338,88
Società Italiana 1984	472,04
Nederlands Vereniging 1983	1.399,00

3.506,18 DM

5.968,03 DM

Expenditures

Account costs

54,20 DM

Balance per 23.3.1984

5.913,83 DM

Receipts after papers transferred but before Bank Transfer completed:-

Gesellschaft für Arbeitswissenschaft 1984 dues 1,353.69

Human Factors Society 1984 dues 3,100.11

less bank costs 19.94

4,433.86

4,433.86

DM 10,347.69

Less costs 20.91 = DM 10,326.78 transferred and converted to US\$ 3,698.04

Financial Statement
International Ergonomics Association
23 March 1984 to 31 December 1984

Annex 6

U.S. \$

Transferred from former Treasurer

3,698.04

RECEIPTS

1. Repayment of Seed Money/Conference Surplus

From International Conference Occupational Ergonomics 7-9 May 1984	3,714.87	
From ODAM Conference	<u>347.27</u>	4,062.14

2. Membership Fees

Canada	194.88	
Austria	<u>52.40</u>	246.28

TOTAL RECEIPTS 4,308.42

EXPENDITURES

1. Printing and Mailing Costs

Prof. Konz - Newsletter 29.6.84.	84.00	
Prof. Konz - Newsletter 13.8.84.	<u>69.50</u>	153.50

2. Travel Expenses

Prof. Shackel - Dortmund 6.8.84. 315.92

3. ~~Secretary's~~ ^{COUNCIL MEETING EXPENSES} Expenses

H.L. Davis 97.19

TOTAL EXPENDITURES 566.61

BALANCE 7,439.85

Bank overcharge error refunded 29.1.85. 11.70

BANK BALANCE 7,428.15

Prepared by: *L. Sharp* L. Sharp
(Secretary)

Approved: *B. Shackel* Prof. B. Shackel
(Hon. Treasurer)

Financial Statement
International Ergonomics Association
per 30 August 1985

Annex 7

U.S. \$

Bank balance brought forward

7,428.15

RECEIPTS

1. Repayment of Seed Money/Conference Surplus

From ODAM Conference - sales of Proceedings

830.00

2. Membership Fees

1984 - Yugoslavia	85.94	
Australia	220.18	
Poland	185.32	
Hungary	114.29	
1985 - Australia	314.70	
Italy	134.96	
Germany	512.78	
France	334.33	
U.S.A.	<u>1,492.53</u>	3,395.03

3. Repayment

Hull & Son Booksellers (HF courses Directory)	1.66	
Refund of bank overcharge	<u>11.70</u>	13.36

TOTAL RECEIPTS

4,238.39

EXPENDITURES

1. Printing and Mailing Costs

Prof. Konz Newsletter 9.4.85.	178.06	
Prof. Konz Newsletter 30.7.85.	225.69	
Prof. H. Hendrick Mail/Phone 30.7.85.	18.50	
Prof. Shackel Stationery/Mail/Phone	31.73	522.29

2. IEA Awards

Awards engraving etc. - Dr. J.J. O'Hare 30.7.85. 38.22

3. Travel Expenses

Prof. T. Kvalseth - Council Meetings in Turin & Honolulu 1,855.53

TOTAL EXPENDITURES

2,416.04

BALANCE

9,250.50

Prepared by: L. Sharp L. Sharp (Secretary)

Approved: B. Shackel Prof. B. Shackel (Hon. Treasurer)

MEMBERSHIP DUES IEA (at 30 Aug 1985)

Annex 8

	1983	1983	1984	1984
	DM	Members	Dues	Members
	Arrears		Arrears	
Asociation Mexicana	178		\$ 64	
Ergonomics Society	1518	629	\$ 544	
Ergonomics Society of Australia and NZ	723	260	\$ 220	265
Gesellschaft fur Arbeitswissenschaft	1257	492	D1353	521
Human Factors Society USA	2848	2153	D3100	2321
Human Factors Assoc of Canada	496	161	\$ 194	?
Hungarian Society for Organisation and Management Sci	390	?	\$ 114	124
Israel Ergonomics Society	269		\$ 96	
Japan Ergonomics Research Society	545	199	\$ 195	
Nederlandse Vereniging voor Ergonomie	1399	?	\$ 501	
Nordic Ergonomic Society	1529	657	\$ 547	
Osterreichische Arbeitsgemeinschaft fur Ergonomie	153	?	\$ 52	30
Polish Ergonomics Society	648	220	\$ 185	220
Societe d'Ergonomie de Langue Francaise	737	260	\$ 264	
Societa Italiana di Ergonomia	454	150	\$ 135	150
Yugoslav Ergonomics Society	339	50	\$ 86	?
	DM 13036	447	DM 4453 \$ 986	\$ 2211

MEMBERSHIP DUES IEA (at 30 Aug 1985)

Annex 9

	1984	1984	1985	1985
	Dues	Arrears	US \$	Due
		Members		Members
Asociation Mexicana	\$ 64			64
Ergonomics Society	\$ 544			544
Ergonomics Society of Australia and NZ	\$ 220	265	314	358
Gesellschaft fur Arbeitswissenschaft	D1353	521	513	554
Human Factors Society USA	D3100	2321	1492	2459
Human Factors Assoc of Canada	\$ 194	?		194
Hungarian Society for Organisation and Management Sci	\$ 114	124		114
Israel Ergonomics Society	\$ 96			96
Japan Ergonomics Research Society	\$ 195			195
Japan Human Ergology Research Association	-	-	-	?
Nederlandse Vereniging voor Ergonomie	\$ 501			501
Nordic Ergonomic Society	\$ 547			547
Osterreichische Arbeitsgemeinschaft fur Ergonomie	\$ 52	30		52
Polish Ergonomics Society	\$ 185	220		185
Societe d'Ergonomie de Langue Francaise	\$ 264		334	318
Societa Italiana di Ergonomia	\$ 135	150	135	150
Yugoslav Ergonomics Society	\$ 86	?		86
	US \$ 2211		US \$ 2788	2578

To members of IEA Council and Secretaries of
Federated Societies

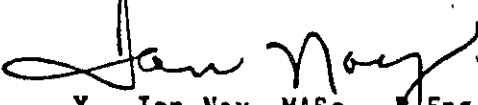
POLICY AND PLANNING REPORT

The following is the report of the IEA Policy and Planning Committee to be presented at the 1985 IEA Council meeting in Bournemouth. The work of the Committee focused on two main areas as described below. Your attention is directed to the attachments which follow as they contain proposals for policy and rule changes for consideration at the Bournemouth meeting.

1. The Rules of the IEA have been reviewed following the Hawaii meeting. The revised Rules of the IEA, incorporating decisions made in Hawaii, are provided in Attachment 1. Attachment 1 also contains proposals for new rule changes for consideration at the Council meeting. Recommendations for new changes are highlighted throughout. The footnotes for each recommended change provide an explanation for the recommendation.

2. The preparation of a document, "IEA Standing Committees", is underway. This document will be a companion to the Rules of the IEA and will describe the objectives, policies, procedures and activities of the eight Standing committees. The document will incorporate the approved "Policy on Committees". It is intended that this document will be updated periodically with the cooperation of the Committees. A preliminary draft of the IEA Standing Committees document, will be available at Bournemouth. Recommended changes to the Policy on Committees are included at the end of Attachment 1, and will be proposed at the Council meeting.

Respectfully submitted,


Y. Ian Noy, M.A.Sc., P.Eng
Chair, Policy and Planning

INTERNATIONAL ERGONOMICS ASSOCIATION

APPENDIX V



- President:** Sadao Sugiyama, Ph.D., School of Sociology, Kwansai Gakuin University, Nishinomiya, Hyogo, JAPAN
Tel.: Office 0787-31-3256
- Vice President:** Terald Kvalseth, Ph.D., University of Minnesota, Dept. of Mechanical Engineering, 125 Mechanical Engineering, 111 Church Street, S.E., Minneapolis, MI 55455, USA
Tel.: Office 612-373-2979
- Secretary General:** Harry L. Davis, Eastman Kodak Company, Kodak Park, Bldg. 320, 2nd Floor, Rochester, NY 14650, USA
Tel.: Office 718-722-6967
- Treasurer:** Prof. Brian Shackel, Dept. of Human Sciences, University of Technology, Loughborough, England
- Bankers:** Lloyds Bank Ltd. Account No. 11805606

August 20, 1985

REPORT OF IEA AWARD COMMITTEE (1982-1985)

At 1983 Council Meeting held on 5th and 6th of November in Turin, Italy, the Award Committee was formed. The following members of the committee were appointed and have served for the purpose during the time between 1983 Council Meeting and 1984 Council Meeting held in Honolulu, Hawaii, U.S.A.

Members of the Committee were:

- Professor U. Aberg -- Sweden
- Dr. John O'Hare -- U.S.A.
- Professor Kageyu Noro -- Japan
- Prof. Dr. W. Rohmert -- West Germany
- Professor Sadao Sugiyama (Chaired as the president)

Those members of the committee nominated four internationally known ergonomists and then investigated their records of service. As the results, the committee decided to nominate two candidates at the 1984 Council Meeting. The 1984 Council Meeting of the International Ergonomics Association finally decided to present the IEA Awards to the following two gentlemen at the 9th Congress of IEA to be held in Bournemouth, England in September, 1985.

The names of 1985 IEA Awardees are as follows:

- Professor Alain Wisner -- France
- Dr. Masamitsu Oshima -- Japan

The reason of presentation of the IEA Award to them is the fact that the IEA recognized their outstanding contribution to the science of ergonomics throughout their lives and also to the IEA which is only a federation of ergonomics and human factors societies in the world for quite a length of time in the past.

President Sadao Sugiyama then asked Dr. John O'Hare to prepare for necessary action. Later, Dr. John O'Hare reported the president his action was completed on 7th of June, 1985. Except president action to present these awards to the two awardees at the 9th Congress, all the actions of IEA Award Committee (1982-1985) were completed.

Sadao Sugiyama
Chairperson
Award Committee (1982-1985)
President, IEA

28 August 1985

From: J. J. O'Hare, Chair
Publications Committee

To: S. Sugiyama, President
International Ergonomics Association

Subj: Report of Publication Committee: 1984-85

1. The members of the Publication Committee include: K. Noro, S. Konz, T. Kvalseth (ex officio), J. O'Hare, & R. G. Pearson.

2. Ergonomics International.

Three authorized issues of this IEA publication, edited by S. Konz, were prepared and distributed on schedule during 1985-85. The dissemination of general news about ergonomic activities within the federated societies of the IEA continue to prove useful to its addressees.

Action:

It is recommended that: (a) publication of 3 issues be authorized for 1985-86; (b) Prof. Konz be re-appointed as Editor for 1985-86; and (c) the Treasurer be requested to expend financial support for the production and distribution of three issues of EI, at the same level of funding as prior years, i.e., 850DM.

Negotiations are underway between the general editor of Ergonomics, Prof. R. Goldsmith, on the use of its News Section for the reporting of IEA activities, announcements, and general news of its federated societies. If the discussions are successfully concluded, the Publications Committee would recommend the cessation of the EI publication, and the appointment of S. Konz in a suitable capacity to liaise with the Ergonomics journal for IEA.

3. International Directory of Educational Programs.

This IEA publication, edited by R.G. Pearson, is underway and was allocated 1000 DM at the August 1984 meeting of the IEA Executive Council for printing and distribution. Efforts continue on this project and it is expected that the brochure will be published in 1985-86.

4. Proposals.

(a) Correspondence was initiated by Elsevier Science Publishers, Amsterdam, regarding collaboration for a proposed publication on a specialized vocabulary in the field of ergonomics/human factors. Information was provided on sources of such information as well as individuals who might be willing to support this effort. No commitments were made of IEA funds or human resources.

(b) Correspondence was initiated by Taylor & Francis, London, regarding the endorsement of a journal on occupational stress (to be titled Work and Stress) as an official IEA publication. The offer was declined.

APPENDIX VII

Secretariat
Dutch Ergonomics Society
Postbus 5665
1007 AR Amsterdam
The Netherlands



Amsterdam, 15-08-1985
No. Ro.85.0486

Memorandum on behalf of the I.E.A. Council (30-31 August 1985) pertaining to the Education and Training (E & T) Committee

This memorandum comprises 2 parts:

- A) report on the questionnaire
- B) how to proceed with the E & T Committee?

A) The Questionnaire

Of the questionnaires sent out to the Federated Societies of the I.E.A., five responses were received (Canada, The Netherlands, Poland, the United Kingdom and the United States). This negligible response makes any reliable conclusion impossible.

A few impressions follow below:

- 1) E & T activities are conducted in such areas as the organisation of workshops and seminars; the recommendation of new programmes, usually at an academic level; the establishment and assessment of ergonomic qualifications. Though not expressly mentioned, the attention is for the most part again centred on university/academic education (in this connection see e.g. the "International Directory of Educational Programs in Ergonomics/Human Factors", (1979), Richard Pearson, ed.).
- 2) The majority of the societies clearly have one or more specific committees for E & T; some of these have been in operation for years; others are being set up. Their organisation and working methods are not known.
- 3) If there are any programmes at all already in existence, they are at university level, going by the majority of answers concerning E & T programmes. The depth of these is not clear.
- 4) It was stated in two cases that the societies in question were concerned with the publishing of study books, video-tapes, etc. as study materials.
- 5) Various answers were given in answer to the question about support desired from the I.E.A. E & T Committee:
 - help in developing E & T programmes/materials,
 - information about the E & T situation elsewhere,
 - help in the production of professional ergonomists.

Conclusion

The five - non-representative - responses show that most E & T activities are at university level. Many societies have separate E & T committees. Relatively little is being done to produce study materials. As shown in the questionnaires answered, support from the I.E.A. would be appreciated.

B) How to proceed with the E & T Committee?

Up to now the E & T Committee has been made up of only one person. In order to proceed further, it is necessary to clarify its aims and tasks. It is necessary to formulate a policy before action can be taken with regard to the organisational structure, methods, and the organisation and size of the committee.

There are various alternatives in aim possible for the E & T Committee. Before making a choice, it should in my view be decided what the added value of an I.E.A. E & T Committee would or could be alongside the E & T activities already taking place in the individual countries.

The following activities seem to me to be possible alternatives:

- 1) The exchange of E & T experience, programmes, class materials, addresses, etc.
- 2) A review of available E & T expertise, aids, etc.
- 3) The development of teaching and learning materials for different levels/circumstances.
- 4) The co-ordination of E & T activities.
- 5) The stimulation of E & T activities where the need exists.

These and other possible variants will relate primarily to the internal I.E.A. situation (the Federated Societies). In addition to this, the policy should be directed outwards, as is indicated in the "Working document on future I.E.A. activities".

Further strategies

- a) A discussion of the assignment of tasks in the E & T Committee during the I.E.A. Council (possibly on the basis of this memorandum) as well as of the details of its future activities.
- b) Responses to the Federated Societies concerning desired support on the basis of their needs as indicated in the returned questionnaires (before December 1, 1985).
- c) A decision on the aim of the E & T Committee by the Executive Committee in consultation with the Policy Planning Committee, considering such aspects as people, means, finance and facilities.

It is possible that the recommendation merits a temporary trial in a small geographical region.

Pieter Rookmaaker
Education and Training Committee

UNIVERSITY OF SOUTHERN CALIFORNIA
INSTITUTE OF SAFETY AND SYSTEMS MANAGEMENT



July 22, 1985

TO: IEA COUNCIL MEMBERS:

ANNUAL REPORT: SCIENTIFIC AND TECHNICAL AFFAIRS COMMITTEE

1. Early in 1985 Dr. Sadao Sugiyama, President of the IEA, appointed me as chair of the newly designated Scientific and Technical Affairs Committee of the IEA. My first charge from Dr. Sugiyama was to explore the possibility of organizing international technical committees to function as the action arm of the IEA on scientific and technical matters. Accordingly, on 10 January 1985, I sent a survey questionnaire to all members of the IEA Council asking them to advise me what particular technical areas would be of interest to their Federated Society at the international level. Responses were received from the Federated Societies of Australia, Canada, Italy, Japan, the Netherlands, Poland, the U.K., and Yugoslavia. Based upon those inputs there appeared to be sufficient interest to form IEA technical committees in the following five areas, 1) aging, 2) computers and communications, 3) consumer products, 4) organizational design and management, 5) safety and health.

This information was included in a midyear report to the executive committee and was reviewed during a midyear meeting of the long-range planning committee, including the president and secretary general of the IEA. Based upon their review, it was recommended that I also attempt to organize scientific and technical committees in the areas of training and ergonomics in developing nations. Accordingly, on July 3, 1985 a letter reporting on the survey results was sent to all IEA Council members. That letter requested that council members advise me as to which of the seven technical areas their country would have an interest in participating. For each area in which they indicated an interest, I further requested that they provide me with the name of one or two persons from their Federated Society who would serve as their society's representatives on the respective international technical committee(s). A similar letter was sent to the appropriate technical committee chairs of HFS requesting appointees from their technical groups to the respective committees. I hope to receive the appointments from all of the interested Federated Societies' prior to our meeting in Bournemouth. During the IEA Congress in Bournemouth, I plan to hold a Scientific and Technical Affairs Committee meeting with all of those appointed representatives who are in attendance.

The primary purpose of these IEA international committees will be to promote technical information exchange at the international level. In the future, I would foresee these technical committees being the primary force in organizing international conferences in their respective areas of technical interest under IEA sponsorship. I anticipate having each international technical committee select a chairperson from among their membership. That chairperson, in turn, will serve as a member of the IEA Scientific and Technical Affairs Committee. The specific technical committees thus will serve as subcommittees of the IEA Scientific and Technical Affairs Committee.

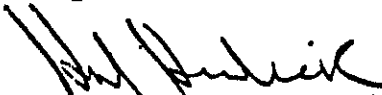
To date, several countries already have responded enthusiastically to my 3 July 1985 letter and have provided me with the names of their appointees to the technical committees. If you have not yet responded for your Federated Society, please do so as soon as possible.

2. A second activity undertaken this year was to conduct an international survey on the "Use of Computers in Teaching Ergonomics". This survey was conducted by Dave Smith and Max Vercruyssen (of my department) in addition to myself. Over 90% of the respondents indicated an interest in establishing a repository for the exchange of computer software in the ergonomics area. Dr. Smith and I, working with Dr. Jordan Kreindler of the USC Institute of Safety and Systems Management Training Center in Arlington, Virginia, are now in the process of establishing a "Human Factors Software Library". Our center in Arlington has the capability of converting programs for use in several different program languages and on several different popular personal computers. As a action item for our annual meeting in Bournemouth, I propose that this library be sponsored by the IEA, and that a small IEA surcharge be added to the production and mailing cost for anyone wishing a copy of any of the programs. The IEA newsletter could be used for a) soliciting new software, b) listing available software in the "library" and, c) in general, disseminating information on this scientific and technical exchange activity of the IEA. Dr. Jordan Kriendler will have an IBM DT Computer set up at the Ninth IEA Congress, and will demonstrate several programs.

3. A Second International Symposium on Human Factors in Organizational Design and Management is to be held in Vancouver, Canada on 19-21 August 1986. The meeting is to be sponsored jointly by the Human Factors Society, the Human Factors Association of Canada, the BFS Organizational Design and Management Technical Group and (tentatively approved by the IEA Executive Committee) by the IEA. I will be serving as the

organizing committee chairperson for that symposium. As soon as it is organized, it is my intent to have the IEA International Technical Committee on Organizational Design and Management function as an advisory board to the organizing committee. In addition, several of the members of that committee will be serving as part of the organizing committee. Formal approval of this symposium as an IEA sponsored activity, with a funding request, is an action item for our annual meeting in Bournemouth.

Respectively Submitted,


Hal W. Hendrick, Chairman
Scientific and Technical
Affairs Committee

INTERNATIONAL ERGONOMICS ASSOCIATION



- | | | |
|--------------------------|------------------------------|---|
| <input type="checkbox"/> | <i>President</i> | Sedao Supiyama, Ph.D., School of Sociology, Kwansai Gakun University,
Nishinomiya Hyogo, JAPAN
Tel.: Office 0797-31-3256 |
| <input type="checkbox"/> | <i>Vice
President</i> | Torald Kvalseth, Ph.D., University of Minnesota, Dept. of Mechanical Engineering,
125 Mechanical Engineering, 111 Church Street, S.E., Minneapolis, MI 55455, USA
Tel.: Office 612-373-2979 |
| <input type="checkbox"/> | <i>Secretary
General</i> | Harry L. Davis, Eastman Kodak Company, Kodak Park, Bldg. 320, 2nd floor,
Rochester, NY 14650, USA
Tel.: Office 716-722-8967 |
| <input type="checkbox"/> | <i>Treasurer</i> | Prof. Brian Shackel, Dept. of Human Sciences
University of Technology, Loughborough, England |
| | <i>Bankers</i> | Lloyds Bank Ltd Account No 11805606 |

August 20, 1985

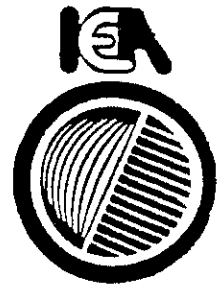
REPORT OF THE COMMITTEE ON INTERNATIONAL RELATIONS
(1982-1985)

The function of this committee is characterized as one that involves all the council members. At the 1983 Council Meeting when it was formed, I as the president had great difficulty to name the chairperson for this committee, because its activity more or less overlapped with that of the council itself. However, it might be suggested for the future development of IEA that the members would suggest the president when he prepares for decisions concerning (1) expansion of the international circle of ergonomics societies, (2) his suggestion to organizing a new society in a certain nation, and (3) his guidance of the members' consensus and assistance toward the next congress and conferences and of related necessary actions.

Because of the above reasons, the committee was not officially formed during past three years. However, the necessary actions were undertaken by several council members and by myself. One of U.S. delegates has had close contact with Korean ergonomics society and with Chinese ergonomists and helped them to organize their national societies. One of the members of Japan Ergonomics Research Society has been helping to organize the South East Asian Ergonomics Society with our French colleague for quite a length of time. Some of the organized and organizing societies have had some contact either with IEA or with our federated societies. I am pleased to know that in various countries ergonomists' activities have started and that they expressed their interests in international activities through IEA. Since those activities are underway, certainly the number of the membership society of IEA might increase within the next three years, if IEA can help them properly. Another important problem regarding international relations is the relationship with the ergonomics societies in socialist countries. I was invited to the 5th International Conference on Ergonomics in Socialist Countries as the president of IEA on 5th and 6th, September 1984 held in Praha, Czechoslovakia. All the member's societies sent delegates to this conference and I found more than 600 people could get together in Praha. Some of them were the members of our federated societies of IEA. I have come to think that IEA should keep good cooperative relationship with our colleagues in that region of the world for our future relationship by overcoming difficulties that may lie ahead.

Another type of international relations which may be created in the future IEA is the one of technical groups to be formed under the

INTERNATIONAL ERGONOMICS ASSOCIATION



- President** Sadao Sugiyama, Ph.D. School of Sociology, Kansai Gakuin University,
Nishinomiya, Hyogo JAPAN
Tel: Office 0787-31-3266
- Vice President** Terold Kvalseth, Ph.D. University of Minnesota, Dept. of Mechanical Engineering
125 Mechanical Engineering, 111 Church Street, S.E., Minneapolis, MI 55455, USA
Tel: Office 612-373-2979
- Secretary General** Harry L. Davis, Eastman Kodak Company, Kodak Park, Bldg. 320, 2nd floor,
Rochester, NY 14650, USA
Tel: Office 716-722-6967
- Treasurer** Prof. Brian Shackel, Dept. of Human Sciences,
University of Technology, Loughborough, England
- Bankers** Lloyds Bank Ltd. Account No 11805606

umbrella of IEA. This will be reported and proposed by Dr. Hal Hendrick, Chairman of Scientific & Technical Affairs Committee. After his international survey, he concluded that IEA must consider to form the following technical groups. They are (1) Computers and Communications, (2) Consumer Products, (3) Safety and Health, (4) Organizational Design and Management, (5) Aging, (6) Ergonomics in Developing Nations, and (7) Training. I can clearly understand the international necessity of establishing those technical groups, because those concerns are international and can not be solved by our efforts paid domestically. Those future activities are very important for future IEA development, because it is the one aspect of IEA activities, namely our problem-oriented activity.

Another problem for IEA regarding international relations is formation of a cooperative tie toward the goal of the 10th Congress. As was already announced, the 10th Congress will be held in Sydney, Australia, which is some distance from federated countries. Mr. Roger Hall, Chairman of the 10th Congress has already started his preparation with other members of the Ergonomics Society of Australia and New Zealand. Problem is how the IEA can help those Australian colleagues. In 1984, IEA had a valuable experience to organize a conference in Hawaii to which everybody had to fly in order to attend the conference, which was organized by Dr. Hal Hendrick and his colleagues. I still remember how the IEA people cooperated each other in order to overcome the distance, time and expenditure. The similar situation will be waiting for us, namely the Symposium on Ergonomics in Developing Countries to be held in Jakarta, Indonesia this coming November, 1985. In this way, we have been approaching toward the next target, that is, the 10th Congress to be held in Australia. I think everybody who plans to attend it must have the necessity to attend it and IEA should develop the needs of all the ergonomists in the world.

Though this report is made by myself and not by the committee, I hope it might help the future activity of the committee.

Sadao Sugiyama
President, IEA (1982-1985)
for the Committee on
International Relations