



IEA Best Practices Initiative

Third adapted version: July 15, 2005

By: Jan Dul (Chair), Maurice Aarts (Secretary), The Netherlands.

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Categories of topics

The topics from the Long List (see Appendix 1) are grouped into 4 categories for further discussion

Category List			
Category	Topic	Members	Comments
A	How to attract new members and realize membership growth?		
	How to set up certification of ergonomists?		
	How to strengthen the relationship with related, non-ergonomics societies?		
	How to realize continuous education in ergonomics?		
	How to maintain ownership of 'ergonomics', 'human factors', 'user-centred design' etc., where other Professions may see overlap.		ES Topic
	How to assist young ergonomists with first steps as a professional (tutoring, finding a job)?		
B	How to get and share submissions for the society's newsletter?		
	How to increase interaction with members?		
	How to translate IEA workshops from mother tongue language with English translation?		
C	How to strengthen the relationship with the national government?		
	How to strengthen the relationship with the business world?		
	How to strengthen the relationship with related, non-ergonomics societies?		
	How to support researchers and practitioners for their public visibility?		
	How to receive recognition by national authorities or national pressure groups?		
	How to improve the international relationship of IEA with large institutions?		SELF: Pascal Beguin Michel Neboit
	How to increase patient safety and workers' health in the healthcare organizations?		SIE: Tommaso Bellandi, Sara Albotino
D	How to make a profile of societies?		
	How to enhance good ergonomics globally?		
	How to get a common view and increase the demand worldwide for good ergonomics?		

Category List			
Category	Topic	Members	Comments
	How to attract schoolchildren into profession/increase awareness (ES)		ES Topic
	How to make effective use of ICT in administration etc.		

Appendix 1 - Long List of Topics

Long List of Topics for the IEA Best Practices project.

Version: July 7, 2005.

Topic	Concerns Is this also a concern for your society, (please specify)	Experiences (good practice, that you can share with other societies)	Ideas (including other comments)	I could be particularly active in the discussion of this topic
A How to attract new members and realize membership growth?	<p>JES: see Appendix 4</p> <p>ABERGO: yes</p> <p>ESS: yes</p> <p>NES: Not for NES but for it federated societies</p> <p>SELF: Why a decreasing of membership in our society, and how can we increase this membership?</p> <p>ULAERGO: Yes</p> <p>GfA: Yes</p> <p>ES: This is a big concern for the ES. Particularly keen to work out best ways of attracting those people that enter ergonomics from another discipline and practice ergonomics, but don't necessarily realize this is the area in which they are working.</p> <p>ACE : yes</p>	<p>ABERGO: The certification process has increased the number of new members, once it is required to a candidate be member of ABERGO.</p> <p>ESS: Arranging seminars</p> <p>NES: The federated society that arranges the annual conference experiences an increase in the number of members that year. (maybe because the members get a reduction on the fee)</p> <p>GfA: Develop and promote new qualification processes for young and bright students as well as scientific workers (Ph.D. program etc.). Motivate them to choose a permanent career in Ergonomics. Professors have to promote their research assistants.</p> <p>ACE: Not a simple solution</p>	<p>GfA: Develop ergonomics positions in companies</p> <p>ACE: Develop an undergraduate degree.</p> <p>Discipline should be based on good and effective science. We should relinquish our apologetic existence</p> <p>Develop understanding of causality based on basic sciences and not just the symptoms.</p>	<p>ESS: Christina Jonsson</p> <p>SELF: Pascal Beguin Michel Neboit</p> <p>ES: (This area is a main agenda item for the Erg Soc Mem' Rec' Comm' and the note below is from its new Chair)</p> <p>Once I'm fully up and running in this post, I would learn from discussion of this topic and hope to be able to contribute as time goes on...</p> <p>ACE: Education disciplinary growth in good science and research.</p>
B How to get and share submissions for the society's newsletter?	<p>JES: see Appendix 4</p> <p>NES: NES has tried to maintain a newsletter and have had difficulties. At the moment NES doesn't have one.</p> <p>ULAERGO: Yes</p> <p>GfA: Yes</p> <p>ACE: By creating excitement</p>	<p>NES: NES thinks that it would be good to have a electronic newsletter, but hasn't found a way to organize it or found the persons that have the resources.</p> <p>GfA: All substantial and interesting "gossip & street talk" has to be declared welcome to make the newsletter an interesting instrument of social networking.</p>	<p>ESS: - Links to the society's newsletters Summaries from other society's homepage or newsletter.</p> <p>ACE: Debate on ergonomic education and research</p>	<p>NES: Kirsten Bendix Olsen</p> <p>ACE: Appropriate hierarchy.</p>

Topic	Concerns Is this also a concern for your society, (please specify)	Experiences (good practice, that you can share with other societies)	Ideas (including other comments)	I could be particularly active in the discussion of this topic
		<p>An electronic newsletter should be in place.</p> <p>ES: Without wanting to cause Tina Worthy (Ed of Ergon') more work, she may be willing to share some ideas/good practice on this?</p>		
A How to set up certification of ergonomists?	<p>JES: see Appendix 4</p> <p>ABERGO: yes</p> <p>CzES: yes</p> <p>ESS: Yes, we want to make the CREE certification better known and more used in Sweden.</p> <p>NES: Maybe. NES have a certifying body and is a member of CREE. But there are not many members that have applied for certification. It is a very long and time consuming process</p> <p>ULAERGO: Yes</p> <p>GfA: Yes</p> <p>ES: Chartership process</p> <p>ACE: Already done</p>	<p>ABERGO: ABERGO has started its certification process last year and has now 44 certificated members.</p> <p>GfA: In Germany certification is not as effective for career development than it is in other countries, because the university degrees have the main impact on career opportunities</p> <p>ES: PAB have recently done this for MergS status – surely there must be some comments to pass on from this process?</p>	<p>ABERGO: The ABERGO experience may be shared with other IEA members, mainly in undeveloped countries.</p> <p>ESS: Promote the CREE system as a worldwide certification</p> <p>GfA: Promote the certification by including in the IEA EQID process.</p> <p>SIE: It is necessary to differentiate the certification for two different categories: graduated people and not graduate ones. It is necessary to distinguish this two different levels as in the American certification process. It is also necessary to work on the equalisation of the European certification to the American one.</p>	<p>ABERGO: Marcelo Soares</p> <p>ESS: Christina Jonsson</p> <p>SIE: Riccardo tartaglia</p>
B How to increase interaction with members?	<p>JES: see Appendix 4</p> <p>ABERGO: yes</p> <p>ESS: yes</p> <p>NES: including: How to create and/or increase the internal activity of the society? How to make members participate actively It is a concern.</p>	<p>ABERGO: In a large country as Brazil, the creation of Technical Groups is a practice which can help interactions with members.</p> <p>ESS: - Direct contacts with members, e.g. ask members to write for the newsletter. - Arranging seminars and workshops.</p> <p>NES:</p>	<p>ESS: - Pen friends</p> <p>ACE: Sound scientific education</p> <p>Emphasis on original and creative research</p> <p>SIE: We could provide new alternative services to the European members</p>	<p>NES: Kirsten Bendix Olsen</p> <p>ESS: Christina Jonsson</p> <p>ES: David Stubbs: Yes, as necessary.</p> <p>ACE : Awards for original research in each of the branch of science which contributes to ergonomics</p>

Topic	Concerns Is this also a concern for your society, (please specify)	Experiences (good practice, that you can share with other societies)	Ideas (including other comments)	I could be particularly active in the discussion of this topic
	<p>It is difficult to create and maintain activities between the board meetings, and it is mostly the board members that are active at all.</p> <p>ULAERGO: Yes</p> <p>GfA: Yes</p> <p>ACE: Too much of repetition and disproportionate emphasis on practice</p> <p>ES: Not a particular concern, but could always do more of course.</p>	<p>NES established two networks in 1999. One was a network that would meet from time to time and the other was an email based network. After a short period the first one only had members from one country and it fated out after two years. The last one went on for a couple of years until there were too many viruses on the net. It was mostly Norwegian that used it but some from Sweden and Denmark contributed too.</p> <p>GfA: One should stimulate the formation of special interest groups (SIGs). Publishing a journal (Zeitschrift für Arbeitswissenschaft) is also a part of the service delivery of GfA. Interactive events for the members are effective and an online access to ergonomic resources/ information is of high value. Initiate a "Vision/Mission" discussion and develop a memorandum involving a lot of members.</p> <p>ES: Presence at conferences/meetings and use of feedback questionnaires have been beneficial in doing this. (Will be reporting shortly on the latter.) Use of website? Regional Groups. and SIG where functioning well.</p>	<p>who come to visit our country. We can deliver tourist and artistic itinerary which are coherent with the principle of the ergonomics We can schedule for them meetings with experts and visits of the best practices.</p>	<p>SIE: Sara Albolino</p>
<p>How to strengthen the relationship with the national government?</p>	<p>JES: see Appendix 4</p> <p>ABERGO: Yes</p> <p>ULAERGO: Yes</p>	<p>ABERGO: Involving representative members of ABERGO in contact with members of the Government. This practice was used with the Certification</p>	<p>ES: Wanting to increase our profile through responses to consultation documents etc. and now setting up a system to keep tabs</p>	<p>ACE: Showcasing science</p>

Topic	Concerns Is this also a concern for your society, (please specify)	Experiences (good practice, that you can share with other societies)	Ideas (including other comments)	I could be particularly active in the discussion of this topic
	<p>GfA: Yes</p> <p>ES: Yes something we need to tackle at the formal level (e.g. re our chartership application); direct working links are much better, I think but can always be improved. Think also need to consider relationship with 'regional' government (i.e. in our case, EC)</p> <p>ACE: A person of profile and credentials be named as representative and not just an official of the society</p>	<p>Process and was very useful indeed.</p> <p>ESS: We arrange seminars together with the Swedish Work Environment Authority</p> <p>GfA: A special issue was printed covering the full discussion of ergonomic experts with a top level representative (Secretary of State) of the German Federal Ministry of Education and Research. A copy of the special issue is attached. Invite relevant people to congresses and discussions.</p> <p>ACE: Publishing well researched and substantiated scientific position papers</p>	<p>on this.</p> <p>SIE: Participating to the national technical committees related to specific issues of ergonomic interest</p>	
<p>C</p> <p>How to strengthen the relationship with the business world?</p>	<p>JES: see Appendix 4</p> <p>ABERGO: yes</p> <p>CzES: yes</p> <p>ESS: yes</p> <p>ULAERGO: Yes</p> <p>GfA: Yes</p> <p>ES: We've been trying (and failing) to sort out a replacement for the Corporate Associate membership Grade</p> <p>ACE: Just as with government and with promise of suitable application</p>	<p>ABERGO: Involving representative members of ABERGO in contact with business members. This practice was used with the Certification Process and was very useful indeed. To including ergonomics in the media is also very useful.</p> <p>ESS: - Integration of ergonomics in technical projects. - Using models in certain types of industries</p> <p>GfA: Funding of applied research with small and medium enterprises; direct contracting with large enterprises for consulting projects; involvement in MBA programs. Organize interesting conferences. Write books with best practices.</p> <p>ES:</p>	<p>ESS: - Arranging conferences - Show the economic consequences of poor ergonomics</p>	<p>ESS: Christina Jonsson</p> <p>SIE: Lina Bonapace</p>

Topic	Concerns Is this also a concern for your society, (please specify)	Experiences (good practice, that you can share with other societies)	Ideas (including other comments)	I could be particularly active in the discussion of this topic
		Do have some success on sponsorship for conferences, etc. which Sue could no doubt talk on.		
C How to strengthen the relationship with related, non-ergonomics societies?	JES: see Appendix 4 ABERGO: yes ULAERGO: Yes GfA: Yes ACE: By becoming equal to them through our accomplishments in science, reseach and understanding	ABERGO: Identifying common interest, such as the ABERGO has done with the Manufacturing Engineering Society. ES: In addition to the ES being a member of the Professional Organisations of Occupational Safety & Health (POOSH) network, there is now a POOSH communication body with the aim of coordinating the timing of events & campaigns, as well as investigating joint events and cooperation. ESS: - Arranging seminars and conferences together GfA: Direct individual contacts plus memoranda of understanding plus common actions with other professional societies (for example in economics, software ergonomics, occupational safety and health etc.)	ES: The communication body is meeting regularly and sharing ideas ESS: Lower fee if double membership ES: The communication body is meeting regularly and sharing ideas. SIE Developing relationship with associations of consumers and citizens in order to create occasions for collaboration and consultancy projects	ACE: Emphasise, encourage and highlight original and creative research SIE: Riccardo Tartaglia, Sara Albolino
A How to assists young ergonomists with first steps as a professional (tutoring, finding a job)?	JES: see Appendix 4 ABERGO: yes CzES: Yes ULAERGO: Yes GfA: ACE: By inspiring	ABERGO: Last year ABERGO included in its two-yearly Congress a joined event: The First Congress of Initiation in Ergonomics which main public was undergraduate students. It has involved papers and lecturers specific to this public. It was a tremendous success. CzES: not only assists young ergonomists but also to gain /attract/	ESS: Establish a mentor system SIE: Creating fellowships, office for tutoring and Orientation inside each national society, dedicated sessions on the websites	ABERGO: Marcelo Soares ES: David Stubbs: Yes (or I know a "man that can" who is involved in the LEG scheme) SIE: Sara Albolino Tommaso Bellandi

Topic	Concerns Is this also a concern for your society, (please specify)	Experiences (good practice, that you can share with other societies)	Ideas (including other comments)	I could be particularly active in the discussion of this topic
		<p>them - our society has few young persons</p> <p>GfA: Former GfA "job bourse" was not very successful, because qualified professionals in ergonomics individually found adequate positions</p> <p>ES: A work experience scheme is currently being set up by one of the ES's regional groups (LEG). We should soon be able to learn from this useful experience. We also get good feedback about running the student conference and the assistance with mentoring.</p>		
<p>A</p> <p>How to realize continuous education in ergonomics?</p>	<p>JES: see Appendix 4</p> <p>ABERGO: yes</p> <p>NES: In a way. At the annual conferences we have discussed education in topics with in ergonomics. We have had discussions of education on the different levels.</p> <p>ULAERGO: Yes</p> <p>GfA: Yes</p> <p>ACE: Many of our members want to add another tool to their tool box for rapid deployment without understanding of the scientific underpinnings</p>	<p>ABERGO: Creating courses with this aiming.</p> <p>ES: The ES PAB is piloting a CPD scheme so there must be some lessons to be learnt from this. The Education and Training Panel are also active in this area.</p> <p>NES: There is a Nordic organisation which organise courses on ergonomics / Occupational Health and Safety (often with a length of 5 – 10 days) The conference can be seen as a part of part of development of the members' knowledge on ergonomics. I do not know if I want to call it a part of continuous education.</p> <p>GfA: It is useful to integrate Ergonomics in employee training and development programs of enterprises and</p>	<p>NES: Legislation</p> <p>ESS: - Exchange between professionals. - The CREE certification system is a way to realize continuous education in ergonomics. Support ergonomists who want to be certified and become an European Ergonomist, Eur. Erg.</p> <p>GfA: Plan regional activities e.g. within FEES.</p> <p>ACE: All practical applications and techniques must be taught in context of appropriate theoretical base.</p> <p>SIE Planning periodic workshops about specific issues of ergonomic interest in each country</p>	<p>SIE: Sara Albolino</p>

Topic	Concerns Is this also a concern for your society, (please specify)	Experiences (good practice, that you can share with other societies)	Ideas (including other comments)	I could be particularly active in the discussion of this topic
		governmental agencies. There was a concept for a virtual academy developed, but it is not yet in place.		
<p>C</p> <p>How to support researchers and practitioners for their public visibility?</p>	<p>JES: see Appendix 4</p> <p>ES: Concern that national media fails to cover ergonomics developments Coverage in the specialist press tends to be limited,</p> <p>CzES: yes</p> <p>ULAERGO: Yes</p> <p>GfA: Yes</p> <p>ES: Concern that national media fails to cover ergonomics developments Coverage in the specialist press tends to be limited,</p>	<p>ES: Ext Relations committee is currently consulting Consultancy Panel as to its initiatives to raise the profile of the Consultancy Register</p> <p>GfA: Only the best results in research, development and consulting guarantee public visibility and awareness; in research: awards, in practice: demonstrations and cases showing that good ergonomics means good economics.</p> <p>ES: Ext Relations committee is currently consulting Consultancy Panel as to its initiatives to raise the profile of the Consultancy Register</p>	<p>ES: Plans to improve public profile by improved website access; a drive to get more coverage of ergonomics success stories and to support members writing articles, particularly for the specialist press</p> <p>ESS: - Encourage other abstracts than scientific abstracts to be presented at conferences. - Seminars with invited speakers</p> <p>ES: Plans to improve public profile by improved website access; a drive to get more coverage of ergonomics success stories and to support members writing articles, particularly for the specialist press</p> <p>ACE: Earn respect by your work.</p> <p>SIE: Publish national magazine; create relationship with the mass media, establish a press review to the national and international level</p>	<p>SIE: Tommaso Bellandi Sara Albolino</p>
<p>C</p> <p>How to receive recognition by national authorities or national pressure groups?</p>	<p>JES: see Appendix 4</p> <p>ABERGO: yes</p> <p>GfA: Yes</p>	<p>ABERGO: Being involved in action which has public appeal such as reducing MSD and other concerns very popular in Brazil nowadays.</p> <p>ESS: - In our national society we have active members who work at national authorities and</p>	<p>ES: Need to highlight relevant recent ergonomics developments in language understood by the non ergonomist and to make sure that these good news stories are branded as ergonomics rather than being seen as health & safety, or patient</p>	

Topic	Concerns Is this also a concern for your society, (please specify)	Experiences (good practice, that you can share with other societies)	Ideas (including other comments)	I could be particularly active in the discussion of this topic
		<p>national institutes. - Be active in standardization work, e.g. answer enquiries regarding proposed standards.</p> <p>GfA: The members of GfA are very much involved in unions as well as employers associations. Publish abovementioned memorandum to relevant aspects of the society.</p>	<p>safety etc</p> <p>ES: Need to highlight relevant recent ergonomics developments in language understood by the non ergonomist and to make sure that these good news stories are branded as ergonomics rather than being seen as health & safety, or patient safety etc. See also comments under national governments</p> <p>ACE: By deserving them and supporting those who deserve and rise above the petty politics.</p>	
<p>D</p> <p>NEW TOPIC: Make a profile of societies</p>	<p>ULAERGO: for example for certifications.</p> <p>a. The interest does not exist interest in certifying ergonomists b. There are interest, but we do not know how c. The first steps have occurred, but there are legal obstacles d. Certification is in process . e. The Society is certifying ergonomists.</p>			
<p>B</p> <p>NEW TOPIC: IEA workshops n mother tongue language with English translation</p>	<p>ULAERGO: yes</p>			
<p>D</p> <p>NEW TOPIC: How to enhance good ergonomics globally?</p> <p>A global perspective on ergonomics, effects, economy and ethics</p>	<p>ESS: Companies move their production to developing countries where it is cheaper to produce the products. But what about the working conditions at the new production sites? Production and consumption at the cost of workers health?</p> <p>ACE: Discussed before</p>		<p>ESS: Set-up exchange programs for ergonomists where you work in another country for a period, e.g. 3 months. Exchange person to person, group to group.</p> <p>Set-up international networks of ergonomists for support, exchange of information, good examples, solutions, etc.</p>	<p>ESS: Christina Jonsson</p>

Topic	Concerns Is this also a concern for your society, (please specify)	Experiences (good practice, that you can share with other societies)	Ideas (including other comments)	I could be particularly active in the discussion of this topic
			GfA: Introduce IEA EQID.	
D NEW TOPIC: How to get a common view worldwide on the meaning of good ergonomics?	ESS: Yes GfA: yes ACE: Discussed before	GfA: Best practice publications.		ESS: Christina Jonsson
D NEW TOPIC: How to increase the demand for good ergonomics?	ESS: yes GfA: yes ACE: Discussed before	GfA: IEA EQID programs.		ESS: Christina Jonsson
C NEW TOPIC: International relationship of IEA with large institutions (WHO, ...)	SELF: yes ACE: Discussed before			SELF: Pascal Beguin Michel Neboit
D NEW TOPIC: How to attract schoolchildren into profession/increase awareness		ES: Ergonomics 4 schools SIG and website.	ES: contemplating 'junior ergonomist' membership	
A NEW TOPIC: How to maintain ownership of 'ergonomics', 'human factors', 'user-centred design' etc., where other Professions may see overlap.		ES: Use of strap on Society stationery etc. Setting up relevant SIGs and ensuring clear focus (HCI SIG just starting is very aware of this area and taking steps to identify the elements which make ES input different from e.g. those of BCS.		
D NEW TOPIC: How to make effective use of ICT in admin etc.		ES: Email invoicing, revising website, teleconferencing for meetings, etc.		
C NEW TOPIC: How to increase patient safety and workers' health in the healthcare organizations?			SfE: Developing researches about the relationship between the patients' safety and the working conditions of the healthcare professionals Developing international researches about the cultural differences on risk perception and safety approach in healthcare organizations	SfE : Tommaso Bellandi, Sara Albolino

Remarks

- JES has sent extensive Topics and comments, see Appendix 4.

Appendix 2 - Societies that joined

Societies that joined the IEA best practices project:

Abbreviation	Full name
ABERGO	ASSOCIAÇÃO BRASILEIRA DE ERGONOMIA (Brazil)
ACE	ASSOCIATION OF CANADIAN ERGONOMISTS/ASSOCIATION CANADIENNE D'ERGONOMIE (Canada)
CzES (Denmark)	CZECH ERGONOMICS SOCIETY (Czech Republic)
ES	ERGONOMICS SOCIETY (United Kingdom)
ESS	Ergonomics Society of Sweden (Sweden)
FEES (Finland)	Federation of European Ergonomics Societies (Europe)
GfA	Gesellschaft für Arbeitswissenschaft (German speaking)
HES	HONG KONG ERGONOMICS SOCIETY (Hong Kong)
HFES	HUMAN FACTORS & ERGONOMICS SOCIETY (USA)
JES	JAPAN ERGONOMICS SOCIETY (Japan)
NES	NORDIC ERGONOMICS SOCIETY (Denmark, Finland, Iceland, Norway, Sweden)
SELF	SOCIETE D'ERGONOMIE DE LANGUE FRANÇAISE (French speaking)
SIE	SOCIETA ITALIANA DI ERGONOMIA (Italy)
SOCHERGO	CHILEAN ERGONOMICS SOCIETY (Chile)
ULAERGO	Union of Latin-American Ergonomics Societies (Latin America)

Appendix 3 - List of representatives

List of representatives of IEA Federated and Associated Societies for the IEA Best Practices project

Societies	Representative	e-mail
IEA Federated or Associated Society		
ASSOCIAÇÃO BRASILEIRA DE ERGONOMIA (Brazil)	Marcelo Soares	marcelo2@nlink.com.br
ASSOCIATION OF CANADIAN ERGONOMISTS/ASSOCIATION CANADIENNE D'ERGONOMIE (Canada)	Margo Fraser Shrawan Kumar	margo@ace-ergocanada.ca shrawan.kumar@ualberta.ca
CHILEAN ERGONOMICS SOCIETY (Chile)	Horacio Rivera	hrivera@ceyet.cl,
ERGONOMICS SOCIETY (United Kingdom)	Dave Stubbs	d.stubbs@surrey.ac.uk
CZECH ERGONOMICS SOCIETY (Czech Republic)	Sylva Gilbertová	sylva.gilbertova@volna.cz
Gesellschaft für Arbeitswissenschaft (German speaking)	Holger Luczak Christopher Schlick Klaus Zink	Astrid.Peters@fir.rwth-aachen.de c.schlick@iaw.rwth-aachen.de kzink@wiwi.uni-kl.de
HONG KONG ERGONOMICS SOCIETY (Hong Kong)	Simon Yeung Alan Chan	rssyeung@polyu.edu.hk Alan.chan@cityu.edu.hk
HUMAN FACTORS & ERGONOMICS SOCIETY (USA)	Michelle Robertson Mike Kalsher Hal Hendrick	Michelle.Robertson@LibertyMutual.com kalshm@rpi.edu HHendrick@aol.com
JAPAN ERGONOMICS SOCIETY (Japan)	Munehira Akita Yoshinori Horie	m-akita@h8.dion.ne.jp horie@cit.nihon-u.ac.jp
NORDIC ERGONOMICS SOCIETY (Denmark, Finland, Iceland, Norway, Sweden)	NES: Kisten Bendix Olsen Denmark: Katrine Therkildsen Edvin Grinderslev Finland: Nina Nevala Sweden: Chritina Jonsson	kbolsen@ofsoptics.com knt@kl.dk edgr@ke.dk nina.nevala@ttl.fi christina.jonsson@av.se
SOCIETE D'ERGONOMIE DE LANGUE FRANÇAISE (French speaking)	Pascal Beguin Michel Neboit	beguin@cnam.fr neboit.michel.estelle@wanadoo.fr
SOCIETA ITALIANA DI ERGONOMIA (Italy)	Sara Albolino Lina Bonapace	s.albolino@mail.regione.toscana.it bonapace@ergosolutions.it
IEA networks		
ULAERGO (Latin America)	Maria Eugenia Figueroa	MEFigueroa@mutual.cl
FEES (Europe)	Pieter Rookmaaker	rookmaaker@intergo.nl
IEA coordinators		
chairman IEA Development Committee	Jan Dul	jdul@rsm.nl
secretary IEA Development Committee	Maurice Aarts	ieamaurice@gmail.com

List of societies and representative active in the best practices project (July 7, 2005).

Appendix 4 – Contribution JES

Contribution of the JAPAN ERGONOMICS SOCIETY (JES) to the Topics Long List.

Sent in by: Takao Ohkubo (President of Japan Ergonomics Society)

1 How to attract attention to ergonomics;

A person who is responsible for the information of IEA activities should distribute them to all federated counties via WEB or news letters in order to not only strengthen the relationships between each society in the world but also to try deepen the significance and the role of IEA activities. There activities must be introduced at the IEA congress.

The IEA should hold conferences every year, in which research conference, training courses and work shop are offered.

The topics discussed at the conference should be selected among there that our society greatly needs while promoting academic activities.

The IEA should introduce the benefit of participating in the IEA. For example, introduce of those things that only the IEA was able to achieve in the past or only IEA will be able to solve in the future.

The IEA should hold research conference or course sessions with companies that work actively and internationally.

The IEA should appeal to the public on how ergonomics is important for development of machines and equipment needed in industries aid our daily life. To select some of the must excellent examples among them and introduce them to the public will prove the importance of ergonomics that lead to the high reputation of ergonomics application.

The IEA should develop the education program guidelines of ergonomics that are among the public.

The IEA should encourage the collaboration with other international societies through such activities as holding technical meetings or symposiums under the auspices of IEA and other societies.

2 Improvements on efficient use of the IEA activities.

The IEA should often and exchange information on the IEA activities such as research, design, communication, education etc, as well as good examples of there applications data based and released to the public via homepages.

The IEA should improve home pages by using multiple languages so that access will be easier for members.

Each federated society should encourage researches and, engineers to understand the IEA activities by means I preparing pages of their journals to introduction the IEA activities.

The IEA should indicate the aim of ergonomics study for each society by holding the IEA conferences every year where researchers and industrial workers can exchange information more frequently.

The IEA should prepare opportunities for industries to introduce their new products and to discuss or evaluate them from an ergonomical point of view, i.e. accessibility, operation and usage.

The IEA should appoint young researchers and industrial workers of ergonomics as the key members of various IEA activities.

The Host country of IEA congress should plan and offer concrete methods as to how to effectively and actively cooperate with industries or evaluate effect of new products.

The IEA should select the excellent products, works and services which ergonomics well applied by the IEA Award committee and make honorable recognition at the IEA congress.

3 How to support the young student who study ergonomics.

The should emphasize the views on ergonomics that the application of ergonomics is greatly needed in society and therefore the prospect of ergonomics in the future are bright. Also to put on emphasize on the fact that they can perform research education and apply ergonomics into practical situations freely and independently.

The IEA should increase the kinds of IEA awards, i.e. an award for the meet excellent papers, an award for the excellent papers etc. These awards should be handed out the IEA congress.

Judgment should be done by the official award committee belonging to each of the federate societies. The standards and method for judgment should be followed by IEA methods and standards. The final result is pending until the approval of IEA council meeting.

The papers or works for judgment should be original ones from the post three years.

The IEA should prepare the clean at least once a year, to improve teaching skills and technique of ergonomics together with publishing new text books.

The IEA should develop these consulting systems.

The IEA should build up these financial support system.

The IEA should develop system for the student to be able to exchange their opinions and receive proper advice regarding their research-related problems.

The IEA should improve the letter size and designs of the IEA home pages so that the students can access the IEA informations more easily.

4 The methods of continuous development of ergonomics education.

The IEA should plan and practice the standardized curriculums and methods of ergonomics education and re-education through the collaboration of both the IEA and the related societies;

Develop the standardized curriculums for the people of studying in general and for the specialists of ergonomics. In the latten care, the differences in background should be considered.

Try to practice and utilize the ergonomics training programs and contents.

Develop the educational and implementation programs of ergonomics for educating middle and high school students together with the preparation of text books for the programs.

Develop the educational and practice programs of ergonomics for re-educating ergonomists together with the preparation of text books for above-mentioned programs.

Prepare on e-learning site IEA home pages.

The IEA should develop easy to understand books and materials for educating ergonomics students. They should cover topics such an ergonomics philosophy, methods of evaluation, of improvement as well as some good examples that are practically shown in real situations.

The IEA should try to discover entirely new area of ergonomics success, for examples, natural disasters and develop the methods of applying ergonomics based on special research groups of IEA.

5 Accreditation program for the applicants of ergonomics.

Publicize the IEA's accreditation programs to the public as openly as the IEA can world widely.

The conditions of accreditation should fundamentally be maintained at the same level as they started. But, it is necessary to improve the program through continuous checking.

The IEA should establish the proper level of accreditation systems while considering the independent standards applied in each society.

The IEA should develop a standard level of ergonomics-related skills as well as establish the ergonomics curriculums which make the purpose of education clean.

The IEA should establish a new course for the preparation of obtaining certification on ergonomics for those students who study ergonomics, as well as preparing the study materials that enable such students to study ergonomics by themselves.

The IEA should impress the examining methods, i.e. , when examination is given, the proctor must judge if an applicant has fragmentary knowledge of ergonomics on a certain topics but that the applicant has wider knowledge in order to see the topic based on one's specific field.

The IEA should establish the accreditation system for ergonomics students.

6 Now to improve the social recognition of ergonomics.

The IEA should encourage people to recognize that ergonomics is closely related with many daily practical human activities at home, in the work place and socializing places.

The IEA should publicize that ergonomics is important in terms of obtaining machines and equipment installed excellent interface.

And also, the application of ergonomics should achieve results more easily.

The IEA should introduce or exhibit some good examples of ergonomics application, i.e. , improvement of tool usability etc. for the public through various media such as home pages, handbooks, newspapers, lectures etc.

The IEA should introduce the vocabulary need in ergonomics and approach to ergonomics when educating students at junior high school, high school, technical college, union college, special training school, university etc. and for mature students.

The IEA should carry out research regarding, the development and improvement of products and environments that have strong influences in day-to-day life.

The IEA should encourage people to join concrete social activities in which only ergonomics can be involved in addition to offering the financial support for those people suffering from disasters.

7 Improvement methods that official bodies can recognize ergonomics.

The IEA should identify problems of ergonomics-related social needs and carry out collaborative research with governmental organizations.

The IEA should promote the application research of ergonomics and publicize the good results abstained from this research to the public through mass media.

Institutions and organizations related to ergonomics should pronounce the usefulness of ergonomics application for solving difficult problems people are involved in.

The IEA should publicize official reports that certified ergonomics are adopted methods in the official organization as ergonomics and work to solve the various ergonomic problems. Further, send certified ergonomists into the sections operating safety and welfare in official governmental organization.

The IEA should promote the incorporation of ergonomics into laws, regulations and standards.

The IEA should develop guidelines related to ergonomics and the collaboration of governmental organization and the apply them practically in society.

The IEA should develop support strategies for ergonomics certification to change from IEA to national qualifications.

Pay attention to human relations with politicians and bureaucrats.

8 Methods to strengthen the relationship with business people.

The IEA should make efforts to encourage enterprises managers, especially, top managers to pay attention to ergonomics and give them information of ergonomics repeatedly and continuously, for realizing that having views about ergonomics is vitally important not only for maintaining safety and comfort for workers but also for increasing profit and productivity. Along with the alone, IEA and other federated societies should try to get them to employ certified ergonomists for their enterprises.

In order to get enough knowledge and experience of ergonomics to be qualified, systems education and training for business people should be developed.

The IEA should look for the entirely new and practical ergonomic problems for the people at home, in office, school etc. And the proper improvement methods for them must be advised based upon the results from the research activities. All the results should preferably be opened to the public via IEA home pages or other media if allowed.

The IEA should promote business people to join IEA activities as sustaining member.

9 Strengthening method to collaborate with other.

The IEA should try to look for similarities of any kind between IEA and other societies and kind out the issues to be solved by the collaborative research activities of IEA and there societies.

Form a committee or appoint a representative who is responsible for discussing relevant topics of research activities and education from both sides. Additionally, holding research conferences and symposiums jointly and regularly. All information obtained from the collaboration should be introduced to all members belonging to each society through a specially prepared publication to introduce the collaborative topics in the journal of each society.

The IEA should try to keep getting in contact with other societies regularly based on the level related IEA/TC activities, and ask other societies to participate in IEA activities.

The IEA should prepare a system to be able to ask for collaborative support as an expert from other societies when designing something by a qualified ergonomist who belongs to the IEA. This measure should also be taken in each step of the designing.

10 How to use qualified ergonomics internationally.

Ask for some qualified ergonomics to let the public know that they are accredited ergonomics and work as qualified ergonomics and contribute to society. And, if allowed, introduce them on a WEB site. Further, IEA should prepare a data-base about them and send on recommend them to industries according to regrets.

The IEA should develop a business model of how to apply qualified ergonomics in industries together with contributing methods to them efficiently.

Qualified ergonomists should take the priority in being involved in the various activities in collaboration with IEA.

11 How to strengthen cooperative networks for application of ergonomics in industry.

The IEA should define and publicize the areas which need ergonomics application i.e. making products, developing the process of producing products improving safety and welfare for people etc.

Publicizes the good examples of

The IEA should support ergonomics to secure the best positions in industry or academia.

The IEA should develop good coordination with groups of business people, consumers, distributors etc. in addition to the groups already involved.

The IEA should introduce the best example of cases where ergonomics were applied such as in developing products, improving work environment, increasing productivity etc.

Appendix 5 HFES - Contributions

Appendix 1 Long list of topics for the IEA Best Practices project



International Ergonomics Association

Second version long list topics (April 25, 2005)

(please add topics and comments, start with abbreviation of your society)

A

B

A

B

Topic	Concerns Is this also a concern for your society, (please specify)	Experiences (good practice, that you can share with other societies)	Ideas (including other comments)	I could be particularly active in the discussion of this topic
How to attract new members and realize membership growth?	HFES: yes, attracting young professionals from related sub-disciplines; maintaining memberships of practioners and related discipline specialists.	Cosponsoring joint meetings, such as with the practioner audience; Bring HFES services to these type of conferences	Develop seminars to promote and disseminate HFE examples in everyday life; seminars to bridge the science of HFE to the application of HFE. Target younger population to inspire them to pursue HFE, such as science fairs and other appropriate school activities; Introduction textbook-translation to different languages—task force. Encourage the society's technical committees to target an HFE emerging area; Establish a membership committee	HFES: Mike Kalsher
How to get and share submissions for the society's newsletter?	HFES; yes	Establishing co-editors for the society bulletin that targets the international news; create an IEA column; Include informal news of societies activities		HFES: Mike Wogalter
How to set up certification of ergonomists?	HFES: yes, there are two certification boards currently that are separate & distinct bodies from HFES.	BCPE board, process of certification and continuing education requirements.	Accreditation process for universities; degrees in HFE or minor	HFES: Hal Hendrick
How to increase interaction with members?	HFES; yes Finding avenues and opportunities for members to interact	HFES: Technical Groups and Local chapters and student chapters; keeping the level of enthusiasm and motivation high to provide opportunities for exchange; Establishing task		HFES: Michelle Robertson

		forces to work on special, emerging areas of HFE work; Providing a stimulating technical program in the local chapters; net meetings on specific topics; National Ergonomics Month—community based activities working with local ergonomists.		
C How to strengthen the relationship with the national government ?	HFES: yes, Established a task force that addresses governmental initiatives; government committee working with outreach committee;	Establish a quick response team to write a statement regarding a government initiative; Become a member of a federal lobbying group, such as the federation of the behaviour, cognitive and psychological sciences and other similar federations. Establish a Technical Advisory Task force that reviews government proposals for HFE related initiatives; Activity in standard development and appropriately assigned subject matter experts as representatives	Identify a task force that will respond quickly through the media to address a HFE issue that has arisen due to human error or an global incident.	HFES: Mike K.
C How to strengthen the relationship with the business world ?	HFES: yes, established affiliate and sustaining memberships classes to encourage business to join HFES and learn from the scientists and research publications. HFES publication, Ergonomics in Design was established to provide HFE knowledge for the practioners, interested business parties.	HFES: Established an HFES Institute whose goals were to bridge the research to the business world. Bring international business into this Institute to address global HFE issues and concerns.,	HFES: Develop case studies and media support to illustrate good ergonomics cases; develop seminars and workshops that specifically address the business needs and how HFE can contribute to these needs; Establish joint business forums with targeted business mangers at their professional organization meetings; Showcase the history of HFE influences, such as HFES 50 th anniversary historical timeline; Work with the business and marketing schools to incorporate HFE into their introductory courses.	HFES: Michelle Robertson
C How to strengthen the relationship with related, non-ergonomics societies ?	HFES: yes, linking with related disciplines and their professional organizations	HFES joint sponsorship with the Institute of Industrial Engineering; Applied ergonomics	HFES: possibly provide some mechanism for developing joint research and	HFES: Michelle Robertson

		conference; Established an outreach committee that looks at intra-organization opportunities for representation	business need projects through a small business grant.	
A How to assist young ergonomists with first steps as a professional (tutoring, finding a job)?	HFES: yes, this is the future and the development of these professionals is important, especially establishing a link to their professional organization, HFES	HFES: Established student chapters, student mentoring programs, and during HFES annual meeting a student forum and evening reception, bring forward networking activities. Best student paper award, national level, as well as local level. Encourage and provide opportunities for student volunteer work and participation, such as National Ergonomics Month community efforts	HFES: Targeted presentations geared towards student and young professionals at the local and national level; provide recognition for student and young professional involvement and develop an ownership to HFES—their professional organization and the networking and services provided.	HFES: Wendy Rogers; Kristen Gilbert
A How to realize continuous education in ergonomics?	HFES: yes, important for certification and new practitioners entering the field; advanced ergonomics workshop and topics	HFES: Establish professional workshops; professional programs; Joining university continuing education programs; Task committee on education and training	HFES: Institute joining a federal program program for continuing education; such as the NIOSH Educational Resource Center	HFES: Michelle Robertson
C How to support researchers and practitioners for their public visibility ?	HFES; yes, Establishing a successful interaction with the media and press; outreach committee and public relations	HFES: Outreach committee focusing on media and press writers and producers; Working with local science museums and other business related professional organizations; National Ergonomics Month focus on how to work with the media—hfesnem.org highlights this presentation and developed school visitation packages.	HFES: Target workshops and sessions for the exchange of HFE and the science within certain business markets and design communities; National Ergonomics Month, created HFE awareness educational packages for presentations to demonstrate the field of HFE	HFES: Michelle Robertson
C How to receive recognition by national authorities or national pressure groups?	HFES, yes	HFES: Standards committee and other national committee activities and task forces. Developing media statements and processes to quickly respond to HFE related issues at the national level driven by lobbyists and others. HFES society awards and recognition	HFES: Link activities at the local level to the national level and demonstrate the value of HFE can contribute to their specific needs. Highlight the activities of National Ergonomics Month;	HFES: Hal Hendrick and Mike K.
D NEW TOPIC: Make a profile of societies	ULAERGO: <u>for example for certifications.</u> a. The interest does			

	not exist interest in certifying ergonomists b. There are interest, but we do not know how c. The first steps have occurred, but there are legal obstacles d. Certification is in process . e. The Society is certifying ergonomists.				
B	NEW TOPIC: IEA workshops in mother tongue language with English translation	HFES: yes		HFES partner with several countries to translate some targeted HFES publication materials and textbooks on HFE.	HFES; michelle Robertson and mike wolgater
D	NEW TOPIC: How to enhance good ergonomics globally? A global perspective on ergonomics, effects, economy and ethics	HFES, yes	HFES publications and media briefs. Work with the Technical committee and technical groups to publish HFE examples on specific targeted HFE areas.	HFES: Maybe develop a Technical Group that bridges with IEA on focusing on these areas.	
A	NEW TOPIC: How to get a common view worldwide on the meaning of good ergonomics?	HFES; yes,	HFES; Target success case and value added HFE examples. Work on standard committees.		
D	NEW TOPIC: How to increase the demand for good ergonomics?	HFES; yes	HFES; Outreach committee demonstrate through activities the need and contributions of HFE		
C	NEW TOPIC: International relationship of IEA with large institutions (WHO, ...)	HFES, yes	HFES; International Standards Activities		