

IEA COUNCIL ANNUAL MEETING

August 29 - 30, 1992  
Berlin, Germany

Attendance

Members Present:

Officers:

Hendrick, President/Awards  
Rookmaaker, Secretary General  
Noy, Treasurer

Committee Chairs:

Bullock, Education & Training  
Brown Jr, Policy & Planning  
Horino, Promotion & Public Relation  
Ward, Publications  
Helander, Science & Technology

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Kuorinka, Past-President  
Konz, Ergonomics International

Representatives of Federated Societies:

Asociacion Espanola de Ergonomia : Carmona  
Belgian Ergonomics Society : VanWanterghem  
Chinese Ergonomics Society : Rongfang  
Ergonomics Society : Sell/Ward  
Ergonomics Society of Australia : Bullock  
Gesellschaft für Arbeitswissenschaft : Laurig/Luczak  
Human Factors Association of Canada/  
Association Canadienne d'Ergonomie: Kumar  
Human Factors Society : Brown,Jr/Imada/Karwowski  
Hungarian Ergonomics Society : Lakatos  
Japan Ergonomics Research Society : Akita/Aoki/Saito  
Nederlandse Vereniging voor Ergonomie : Koningsveld  
Nordic Ergonomic Society : Dahlman/Larsen/Ruuhilehto  
Polish Ergonomics Society : Cwirko/Pacholski  
Société d'Ergonomie de Langue Française : Daniellou/Monod  
South-East Asian Ergonomics Society : Ong  
Soviet Ergonomics Society : Kostiuhenko/Redman

SIE : Bianchi.

Representatives of Affiliated Societies

Human Ergology Society : Horino

Invited Observer

Czechoslovak Ergonomics Association : Formánek

Council 7

Officer ReportsA.1. Be President

President Hendrick welcomed the representatives. This big Council attendance is a sign of the good health of the IEA. Hendrick is particularly thankful for the hospitality offered by Luczak and his institute to the Council!

Summarising his report (A.1.Be), Hendrick mentioned the completion of the Standing Committee Chairs with the appointment of Horino (Promotion and Public Relation Committee). The liaison positions specially with ILO were extended (see also item C.2.Be); the January Executive Meeting in Toronto was very productive. As the Executive met at the IEA 1994-venue, the magnificent facilities could be experienced.

About the communication between Council/Executive and the various Member-societies, the President underlined the important function of the Councillors. The main link for communication between Council/Executive and the Societies is by the councillors; they are responsible for correct and timely reactions, if requested. Finally, the President reported about the assistance he offered to international ergonomics activities (conferences, meetings etc).

A.2. Be Secretary General

Secretary General Rookmaaker described - according to his annual report A.2.Be - the actual activities of the Secretary General-secretariat, staffed by Mrs Linda Krokke. The growing amount of correspondence is remarkable. Requests for information about IEA-membership were received from India, Croatia, Turkey and Taiwan.

A.3. Be Treasurer

According to the explanation of Treasurer Noy, reported in report A.3.Be, the IEA is in a financially healthy situation; there is a variety of activities within the IEA-organisation, nearly always related with finances. This is reflected in higher operating budgets. Following a careful review of our financial status the Executive Committee does not recommend a dues increase at the present time. Council agreed with this policy!

Committee ReportsGeneral Remark

As general remark, before the discussion about the separate reports, Hendrick emphasized the function of such reports as a mean of communication between IEA and the member societies by the councillors. Treatment of committee-reports in the various society boards not only if voting is expected, is suggested if appropriated in the time scheme of the societies. For that reason, such documents will be distributed to the councillors at the earliest moment.

Relating to this, Council has to take note of the chapter "Council Representatives of the IEA" pages 25, 26 of the Basic Documents. In that part the councillors are described as the main links between IEA and the member societies, and so primarily responsible for a smooth communication.

B.1. Be Policy and Planning

Summarising his report (B.1.Be) Brown indicated the scope of the P&Pl Committee:

- to prepare basic documents;
- to prepare (parts of) rules for recommendation by the Executive to Council;
- special projects (eg. survey)

The history of the IEA, originally intended to be described by Arnold Small, will be completed by Brian Shackel (former IEA Treasurer) due to the health condition of Small.

The workshop for new councillors, organised for the first time just before the Council Meeting in 1991/Paris, appeared to be highly successful and appreciated. This initiative will be continued; the next time in 1994/Toronto.

B.2. Be Education and Training

Referring to report B.2.Be, Bullock asked the councillors to nominate local contact persons, in order to make possible the next edition of the IEA Directory of Education Programs before the 1994 triennial Congress in Toronto. Certain Federated Societies have already responded to the request for details of their current educational programs; it is hoped that other Federated Societies will provide such relevant details in the near future; a similar request is made to provide details of educational resources in ergonomics which could be made available to industrially developing countries to assist them in their ergonomics education programs.

Finally, Bullock asks for E&Tr Cee-nomination of people who are interested and involved in education and training.

(Councillors)

B.3. Be Science and Technology

Within the Sc&T Cee (see also report B.3.Be) some technical groups are very active; some are not! Chairs who did not respond to repeated requests by Helander have to be replaced. Participation in the various technical groups is on request by the chair or on one's own initiative.

Four new technical groups have been established:

- Agriculture; chair : O'Neill/UK
- Power Systems; chair : Parsons/USA
- Industr. Quality Control; chair : Drury/USA
- Rehabiliatation Ergonomics; chair : Kumar/Canada

Application for participation in those groups and also suggestions for other new activities inside the Sc&T Cee- are requested.  
(Councillors)

For the rest, the Sc&T Cee was involved in the preparation of several IEA-supported (or to be supported by IEA) meetings, conferences, etc. as indicated in report B.3.Be.

B.4. Be Publications

In conjunction with the presentation of report B.4.Be Council suggested consideration of a survey on data bases relating to ergonomics. This seems a very useful idea.

(Ward)

B.5. Be Awards

Hendrick, also chair of the Awards Committee (members: Davis/Kuorinka/Schakel/Sugiyama), alerted Council on the request next year for candidate-awardee's. The awards presently include: Founders Award, Ergonomics Development Award, IEA Distinguished Service Award and Ergonomics of Technology Transfer Award.

(Councillors)

B.6. Be Promotion and Public Relations

Horino, newly appointed chair of the Pr&PR Cee, presented his report B.6.Be. One can see a two-stream approach: one approach addressed to promotion of ergonomics/IEA in the (international) outside world; the other to the internal-IEA public relations structure. Council endorses the view to activate both approaches.

In order to facilitate this, participation to various Pr&PR subcommittees is strongly requested!

(Councillors)

Discussion / Action ItemsC.1. Be General IEA-PolicyC.1.1 Be Basic Documents

The most recent edition of the IEA Basic Documents has been distributed (Current January 1992). Some chapters are lacking or incomplete; some have to be revised or updated. Additions will be sent out in the near future.

(Brown/Rookmaaker)

C.1.2 Be Representation at Council

On request of the Council 1991, the Executive prepared some models in order to reduce the size of the Council. Council, however, discussed more in principal the role and function of this governing body. The Council discussions offer an unique possibility for a cross-cultural, world-wide communication; changing this function would be counter productive for the object of IEA. There are various approaches for good discussions - and still progressing - with an even bigger Council compared to the present actual size. Therefore we have to develop new strategies to handle this. A motion to continue the actual principles of Council representation carries: (23:+; 0:-; 0:0). Executive will develop new strategies.

(Executive)

C.1.3 Be Terms of Membership Category

Not discussed at Council.

C.1.4 Be Guidelines for Selection of Triennial Congress Host Societies

As guidelines are not subject for voting by Council, the draft guidelines (C.1.4.Be) prepared by Brown, are open for discussion. Active members (sub a) must be read as paying members; the wording "geographical region" (sub c) is deliberately in more general terms; sub g and sub h seem contradictory; however, both items are important.

In general, Council agreed with the guidelines.

C.1.5 Be Survey of Federated Societies

Brown asks once again some Societies to send in the survey-questionnaire. Also the newly admitted members are requested to do so. Brown expects to receive reactions from:

- Brazilian Ergonomics Associations
  - Chinese Ergonomics Society
  - Ergonomics Society
  - Human Factors Association of Canada
  - Societe d'Ergonomie de Langue Française
  - Asociacion Esponola de Ergonomia
- (various Councillors)

C.1.6 Be Rules for Awards

Councillors are requested to carefully read the amended draft-Rules of the IEA Awards. Send reactions to Brown. Councillors will also be invited next year to indicate names for - award - candidates.  
(Councillors)

C.2. Be Cooperation with ILO/WHO/UN

C.2.1 Be Status Report

Most items from the status report will be treated with the next agenda items. Kuorinka, as action liaison person between IEA and WHO/ILO, reports about the low priority ergonomics apparently has at WHO. Their interest seems to be more in toxicology/epidemiology rather than in ergonomics. Council follows Kuorinka's recommendation to remain in touch with WHO on a moderate level. The collaboration between IEA and ILO seems to be more fruitful!

C.2.2 Be Check-Point Book

According to the report of Kuorinka the Ergonomics Check-points is a joint publication of the IEA and ILO. Partial financial support (US\$ 8000,-) has been received from the ILO. The core group of authors convened in Geneva in July 1992 to prepare the draft edition for late 1992. Dr. Kogi, director of the ILO Safety and Health Branch participated actively. The Check-Points will be action-oriented, with 130 action-items presented in a standardized structure. Dr. Kogi will screen the draft text. ILO will sell the book. The Check-points could also be very useful in relation with the new health and safety regulations in Europe. The success of this project is of great influence for the future cooperation between IEA and ILO/WHO.

C.2.3 Be Encyclopaedia for Occupation Health and Safety/ILO

The former edition of this Encyclopaedia (1982) is outdated; the new one has to be published (book and CD-ROM) in 1995/'96. A contribution to the various ergonomically-oriented chapters is given by prof. Laurig/GfA.

C.2.4 Be Bali-like Conference for Developing Countries

ILO is, in principal, quite interested in such a large scale conference. For practical reasons (ILO's budget planning, etc) a conference proposal would take several years to become realised. ILO/dr. Kogi, therefore, proposes a more moderate, small scale approach. For such a workshop or seminar the funds could be located from currently accepted budgetary funds. ILO is only interested in such a project when the Check-Points Book has been finalised! (See also item C.2.2.Be).

C.2.5 Be Roving Seminar

The E&Tr Cee is strongly in favour of planning this Seminar as soon as possible, at least before the term of dr. Kogi at ILO comes to an end, as there is no guarantee that the eventual successor of dr. Kogi would be equally favourable to ergonomic initiatives. The aim of the Seminar should be to train local teachers, and to be action-oriented (using the Check-Points Book!). The venue of this Roving Seminar could be 2 places in South-East Asia (Bangkok or Djakarta?) or perhaps a second seminar some place in Africa. The duration should be at least 4 days.

IEA should provide the financial support (2 teachers and local organisation aspects); ILO is willing to be co-sponsor without financial engagement; Dr. Kogi is, after his retirement, willing to act as one of the two teachers. Dr. Kitti Intaranont and dr. A. Manuaba/SEAES could act for the local organisers.

Council strongly supports this initiative! This project can be seen as pilot, suited also for fund raising at Federated Societies like the HFS-Fund for developing countries; and as a basis for seeking funding from the World Bank or other agencies for future projects.

An official letter asking for ILO commitment in this Roving Seminar project will be sent out shortly by the Secretary General. Bullock is asked to prepare further actions.

(Rookmaaker/Bullock)

C.2.6 Be Representation

Rookmaaker informed about the IEA representation as follows:

- |                                     |               |
|-------------------------------------|---------------|
| Meetings ILO/WHO in <u>Geneva</u> : | 1. Kuorinka   |
|                                     | 2. Rey        |
|                                     | 3. Rookmaaker |
| Meetings UN in <u>Vienna</u> :      | 1. Rookmaaker |
| Meetings UN in <u>New York</u> :    | 1. Helander   |
|                                     | 2. Hendrick   |

Helander reports about a special issue of the journal "Impact of Science on Society"; a quarterly published by the UNESCO and Taylor & Francis. This special issue (no. 165) with 10 articles on Ergonomics is translated into 5 à 6 different languages with 25,000 copies. Councillors will be provided with a copy of Impact no. 165.  
(Rookmaaker)

More general UN offices seem interested in ergonomics. Helander will have more contact in the future.

C.3. Be MembershipC.3.1 Be Developments within the Soviet Ergonomics Association/SEA

Hendrick has visited the SEA in the past. Due to the very unclear actual political situation the board of the SEA has decided to wait another 2-3 months with a discussion about the name. The Baltics have decided to terminate their membership with the SEA. The formation of ergonomics societies within countries of the former Soviet Union is to be expected. One is eager to be involved in IEA-activities. There is, however, a problem of convertibility of currency. The 1993-conference signifies for SEA an important activity. See also item C.11.5.Be.

C.3.2 Be Status of the Yugoslavia Ergonomics Society / Y.E.S.

Rookmaaker has not received a recent status report about the Y.E.S. as requested to prof. Bulat. There were some initial contacts with the Croation Ergonomics Society. This item will be added to the Executive Committee Mid-Year Meeting agenda.



C.3.3 Be Application for Federated Membership  
(Czechoslovak Ergonomic Association)

The President proposed firstly to have a more informative discussion; afterward, there was a continuation with closed doors. The application meets all the requirements, according to the Executive.

Dr. Formánek, invited observer on behalf of the Czech.Erg.Ass., described the actual status of the Association. The paying membership is now 160, both from - Czechia (120) and Slovakia (40). The future is unclear; either 2 federated societies, separate from each other; or 1 association with 2 parts, who will work closely together.

According to the IEA rules both options are possible. In the discussion it is stated that Czechoslovakia does not exist anymore; so we have to postpone an application decision based upon past history. Upon request, dr. Formánek declares the future of the Czech.Erg.Ass. will depend upon a democratic decision process, including by-laws and name.

After the lengthy closed doors discussion, the motion to accept the Czech.Erg.Ass. as Federated Member carries with the mention of the Council's concern about the political instability and the influence upon the future of the Czech.Erg.Ass. and with the request to review the name. Dr. Formánek is pleased with the outcome of the motion; he promises to pay attention to both the additional remarks.

C.3.3 Be Application for Affiliated Membership  
(European Society Dental Ergonomics)

The President declared that the application of the ESDE meets all the requirements according to the Executive. The motion to accept the ESDE as affilited member carries.

C.3.4 Be Turkish Ergonomics Society

No information received.

C.4. Be IEA-Fund to Support Ergonomics Education in Developing Countries

Council wishes to encourage the member-societies to support financially non-industrialised countries/NIC's according to the "HFS-Fund" model.

(Councillors)

C.5. Be Establishment of an IEA Foundation for Supporting Travel Expenses

The threshold to travel from East to West can be observed as being sometimes very difficult due to problems of convertibility of soft currency to a hard one. One could consider to establish an IEA foundation to solicit funds in order to facilitate travel from East to West.

In the discussion several funds for special (travel-) purposes are mentioned (eg. COMETT, TEMPUS).

More suggestions and/or information from the Council is requested.  
(Councillors)

C.6. Be Books and Journals for Industrially Developing Countries

No special developments were reported.

C.7. Be Printed Matters

C.7.1 Be Brochure

Ward announced the printing of the revised brochure in Autumn 1992.  
(Ward)

C.7.2 Be Ergonomics International

Konz (editor E.I.) announced 3 (instead of 4) issues of E.I. a year. Articles of EI can be useful for the internal society newsletter.

In case of French translation Monod is happy to assist.

The periodical updating of the EI-mailing list is strongly requested by Konz. Councillors are requested to update the list and send their remarks as soon as possible to the editor Konz.

(Councillors)

C.7.3 Be Survey of IEA-Related Journals

Nothing new to be reported.

C.8. Be Accreditation/Certification, Registration/Graduation

C.8.1 Be BCPE

Hendrick informed Council about the progress of the Board for Certification of Professional Ergonomics (BCPE). Until now, requests have been received for over 700 application forms. 30 applicants have already been certified. Hendrick will become President of the BCPE in October.

C.8.2 Be HETPEP

Rookmaaker, the chairman of the HETPEP preparatory-working group, reported on the progress and current status of HETPEP. (See also document C.8.2 Be). In February 1992 the change-over from the working group phase into a real European organisation takes place. Now in many of the West-European countries national registration organisation are starting their work. The coordinating body will meet late 1992/early 1993. The chairman of the coordinating body will be Corlett/UK. X

C.8.3 Be Directory of Educational Programs in Ergonomics

In document C.8.3 Be a time schedule is proposed. Councillors are strongly requested to take note of this! See also item B.2. Be.  
(Councillors)

C.9. Be IEA-Triennial Congresses

C.9.1 Be 11th Congress Paris 1991

Council appreciates the evaluation report C.9.1 Be extraordinarily! It gives an excellent opportunity to the colleagues of the Toronto 1994 and Helsinki 1997 to take advantage of the Paris-experiences. The conclusions and recommendations are self-explanatory. Council thanks once again the organisers of the 11th IEA-Triennial Congress in Paris for their excellent performance!

C.9.2 Be 12th Congress Toronto 1994

The congress chairman, Noy informed Council about the progress of the 1994-Congress. The first call for papers will be sent out (25,000 copies) Spring 1993. Council cautioned Noy to be careful with bulkmail postage on behalf of custom-regulations in various countries.

(Noy)

There will be satellite conferences with dedicated brochures and registration. The IEA Technical Advisory Board (Hendrick, Helander) will meet with the rest of the Organising Committee next September. Noy asked Councillors to fill out as completely as possible the Promotion Survey List, attached to his letter to Council (C.9.2 Be).  
(Councillors)

C.9.3 Be 13th Congress Helsinki 1997

Kuorinka, the congress chairman, is delighted about the very useful report of the 1991-Paris congress. The congress is scheduled the end of July 1997. For the sake of the academic holiday-period the first week of July is preferred. Kuorinka will consider this. The preparation of a budget is, due to the rapidly changing economic situation in Nordic countries, difficult at this moment.

C.10. Be The Selection of the 14th Triennial Congress 2000

After some introductory and promotional remarks of Sell (Ergonomic Society), Luczak (Gesellschaft für Arbeitswissenschaft) and Imada (Human Factors Society), Council votes in favour for Los Angeles as venue for the IEA Triennial Congress 2000.

Special attention is asked for fee-diversification for various categories of possible participants.

C.11. Be IEA-Related Conferences, Congresses, Workshops, etc

C.11.1 Be Work with Display Units/Berlin

Luczak is positive about the registration. 350 presentations; 678 participants.

There will be proceedings with all the abstracts; in Spring '93 Elseviers will publish a volume with selected papers.

C.11.2 Be Educational Seminar Hungary

Lakatos informed Council about ideas to organise an Education Seminar in Hungary for plant managers of factories with possible expansion to be discussed later on. This Seminar, internationally-oriented, could take place in '95/'96. Point for discussion: which is more preferable: inviting an external specialist to lecture in Hungary or to send promising Hungarians abroad. Nothing has been decided.

C.11.3 Be International Industrial Ergonomics and Safety Conference/1993, 8-10 June, Copenhagen

The Foundation for Industrial Ergonomics and Safety Research (President: Karwowski; Secretary: Kumar) has no official relations with the IEA. An application for Affiliated Membership is to be considered by their board. The IEA may shortly be asked to endorse the Copenhagen Conference. Though Council, in principle, supports IEA endorsement, it awaits a formal request.

C.11.4 Be IEA World Conference on Manual Handling/1993, 14-18 June Warsaw

This main activity of the Sc&T Technical Group Industrial Ergonomics is a joint meeting by the IEA and the Polish Ergonomics Society. The General Chairman of the conference, Karwowski, explains to Council the relation with the Copenhagen (item C.11.3 Be) and the St.Petersburg conference (item C.11.5 Be). Accommodation varies from US\$ 20 - US\$ 260; fee registration rate is US\$ 350,-. Funding from EC is being requested. Council is invited to combine their annual meeting with the conference.

C.11.5 Be Ergonomics in Russia, the other Independent States and around the World/1993, 19-22 June st. Petersburg

In document C.11.5 Be the aim, structure and organisation of the conference is described. A distributed Advance Announcements explains more about fee rates, etc. Kostiuhenko asks on behalf of the Organising Committee for key-speakers for the scientific program. The Organising Committee asks also for US\$4000 seed money. Though the general reaction is positive (voting 17:+; 1:0; 0:-), an official request with budget has to be presented to the Treasurer. In order to manage the convertibility-problems, IEA needs to open an account in roubles. The capitation fee will, in that case, also be paid into that account.

Relating to this Council also discussed the principle on the one hand supporting societies to organise, in a correct financial manner, conferences; and on the other hand, paying back seed money and capitation fee. In some cases we must have enough flexibility of waiving the capitation fee. Council asks the Executive to consider this item in more detail and develop a policy to be presented at the next Council Meeting.

(Executive)

In the discussion Council demonstrates the hesitation about the clustering of 3 conferences in 2 weeks. A big participation from "the West" is not to be expected.

C.11.6 Be Workshop on Education & Training/1993, Fall Sicily

Bianchi informed Council about the proposed SIE Annual Conference (Fall 1993) in Sicily, which could be combined with a Symposium with invited persons about Education & Training, specially relating to the certification issue. The total budget has not yet been presented to the IEA-Treasurer, US\$ 5000 as seed money is requested. The refund of this amount is warranted, but not before June '93.

Council would like to support the Symposium (a good preparation for the same item at the Toronto Congress 1994) but not the SIE-Annual Conference. After a lengthy discussion, Council authorises the Executive to approve or disapprove seed money up to US\$ 5000 for the Symposium, based upon a program and review of the budget. The Voting: 12:+; 6:-; 10:0).

C.11.7 Be ODAM-4/1994, late May Stockholm

In a letter (document C.11.7 Be) the chairperson of ODA-4, Bradley asks the IEA to support this ODA-4 Symposium, as an approved conference. Council voted in favour (29:+; 0:-; 1:0).

C.12. Be Next Council Meeting  
(date, location)

There were invitations to Council to have the meeting 1993 in Warsaw, Hungary or Sicily.

Council decided to meet in:  
**Warsaw/Poland. 18-19 June 1993**

The President closed the meeting. He thanked the host (Luczak) and the staff of his secretariat who gave outstanding support.

Summary of Action Items of the Council Meeting in Berlin  
August 1992

Councillors

B. 2. Be  
B. 3. Be  
B. 5. Be  
B. 6. Be  
C. 1.6 Be  
C. 4. Be  
C. 5. Be  
C. 7.2 Be  
C. 8.3 Be  
C. 9.2 Be

Executive

C. 1.2 Be  
C.11.5 Be

Rookmaaker

C. 1.1 Be  
C. 2.5 Be  
C. 2.6 Be

Noy

C. 9.2 Be

Bullock

C. 2.5 Be

Brown

C. 1.1 Be

Ward

B. 4. Be  
B. 7.1 Be