

Minutes

IEA COUNCIL MEETING 2001

Florence, Villa Montalto
 Saturday, September 24, 8:30 am - 5:00 pm
 Sunday, September 25, 8:30 am - 4:00 pm

Attendance

Officers

President Karwowski.....WK
 Secretary-General..... Falzon.....PF
 Treasurer..... Kogi.....KK

Standing Committee Chairs

Awards, Past IEA President..... NoyIN
 Industrially Developing Countries Scott.....PS
 Policy & Planning ZinkKZ
 Communication & Public Relations Smith (excused)..... MS
 Professional Practice & Education Wilson JW
 Science, Technology & Practice Laughery (excused) KL
 Ergonomics International Marshall (ex-officio) AM
 IEA Historian Kuorinka (excused)..... IK
 Chair, Organizing IEA'2003..... Chung (excused)MC

Representatives of Federated Societies

All-Ukrainian Ergonomics Association
 Asociación Española de Ergonomía
 Associação Brasileira de Ergonomia (ABERGO)
 Associação Portuguesa de Ergonomia..... Carlos
 Belgian Ergonomics Society Claessens
 Chinese Ergonomics Society
 Croatian Ergonomics Society
 Czech Ergonomics Society
 The Ergonomics Society Sell, Marshall, Wilson
 Ergonomics Society of Australia Caple
 Ergonomics Society of Federal Republic of Yugoslavia
 Ergonomics Society of Korea Jung, Kim
 Ergonomics Society of South Africa Scott
 Ergonomics Society of Taiwan Wang
 Gesellschaft für Arbeitswissenschaft Landau, Seeber
 Hellenic Ergonomics Society
 Association of Canadian Ergonomists/
 Association Canadienne d'Ergonomie
 Human Factors & Ergonomics Society Karwowski (3 proxy votes)
 Hungarian Ergonomics Society
 Indian Ergonomics Society
 Inter-Regional Ergonomics Association / IREA
 Irish Ergonomics Society

Israeli Ergonomics Society	
Japan Ergonomics Society	Akita, Horie
Nederlandse Vereniging voor Ergonomie	Koningsveld, Dul
New Zealand Ergonomics Society	Legg
Nordic Ergonomics Society	Nygård, Olsen
Österreichische Arbeitsgemeinschaft für Ergonomie	
Polish Ergonomics Society	Pacholski
Slovak Ergonomics Association	
Sociedad Colombiana de Ergonomia	
Società Italiana di Ergonomia	Bianchi
Société d'Ergonomie de Langue Francaise (SELF)	Falzon (2 proxy votes)
South-East Asian Ergonomics Society (SEAES)	
Swiss Society for Ergonomics	
Turkish Ergonomics Society	
Guests	Duffy, IEA Webmaster

Meeting started at 9:00 am

1. ANNOUNCEMENTS

1.1. Welcome, Housekeeping and Logistics of the meeting

Waldemar Karwowski, IEA President, welcomed Council members and asked for a minute of silence in memory of the victims of September 11, 2001, terrorism in the USA.

WK explained the operation of the Council meeting, including voting eligibility, and the Robert's Rules of Order.

WK thanked Gabriella Caterina, Alfredo Bianchi and the Italian Ergonomics Society for hosting this Council meeting.

1.2. Introductions and Roundtable presentations by Council members

Council members introduced themselves and made short presentations concerning major activities of their societies.

Alfredo Bianchi welcomed delegates and regretted the absence of HFES delegates, due to the recent events in the USA.

2. OFFICERS REPORTS

2.1. President: Annual Report

(see IEA Annual Report 2000-2001/ pp 13-21)

WK recalled the three goals of IEA adopted at the IEA 2000 Council Meeting in San Diego, and discussed the way he translated them into lines of action for the IEA President, including:

- Improvement of IEA operational effectiveness by strengthening the IEA Standing and other Committees, considering the need for changes in IEA membership rules, and revising the IEA Basic Documents;

- Enhancement of contributions of ergonomics to the global society: focus on website development, consider the creation of the IEA portal, development of the *IEA Quality Ergonomics Design (QED) Certification Program*

WK then discussed the following issues:

- IEA Strategic Plan
- Presentation of Welcoming or Opening addresses at IEA endorsed conferences
- Meeting with the organizers of the IEA 2003 Congress in Korea
- Liaisons with UN Organizations: ILO and WHO
- Memorandum of Understanding signed with IOHA (International Occupational Hygienists Association)
- Discussions with President of IAAP (International Association of Applied Psychology)
- *Campaign for Development* and new IEA Sustaining Members
- Major EC activities (Revision of IEA Basic Documents, Core Ergonomics Curriculum, IEA Journal: discontinuation of IEA Journal of Ergonomics Research, consideration of an IDC oriented electronic Journal, with an applied focus)

WK reported that our *Campaign for Development* attracted several new Sustaining Members with the total new Sustaining Membership fees for the three years (2001-2003) in the amount of \$42,000 (as of September 1, 2001).

WK thanked the IEA Council, the IEA Executive Committee for their work for IEA and stressed that IEA relies on the dedication of volunteers to go forward.

Jan Dul (VnvE) requested clarification on the potential for development of the IDC-oriented electronic journal and the distance learning program. WK stated these are projects the EC are considering for the future in relation to development of the IEA portal.

2.2. Secretary-General: Annual Report

(see IEA Annual Report 1999-2000/ pp. 22-23)

The activities of the Secretary General included:

- Update of the IEA Basic Documents in view of the IEA Council in San Diego 2000
- Development of the IEA Report 2000-2001
- Facilitating the Executive Committee's and Council's Plans and Activities

Executive Committee Meetings:

- San Diego, CA, USA : August 3, 2000
- Louisville, KY, USA : November 10-11, 2000
- Cairo, Egypt : March 24--25, 2001

Summit Meeting of the Officers:

- Warsaw, Poland : October 27-28, 2000
- Paris, France : March 3-4, 2001
- Paris, France : July 1-3, 2001
- Paris, France : September 9-10, 2001

Council Meeting:

- Florence, Italy: September 24-25, 2001

Processing applications of new societies to IEA

Applications for membership submitted or received:

- Hong Kong Ergonomics Society
- Society of Mexican Ergonomists

Applications being processed

- Asociacion Venezolana de Ergonomia / Sociedad Venezolana de Ergonomia
- Iranian Ergonomics Society

- Processing a growing flow of electronic mail
- Preparation of a restructuring of the IEA Basic Documents
- Negotiation with CNAM to host the IEA Archives

2.3. Treasurer: Annual Report

(see the IEA Annual Report 2000-2001/ pp 24-30)

Kazutaka Kogi presented the state of the IEA financial resources and the statement of operations for year 2000-2001. The substantial increase in revenues in 2000 was due to the IEA 2000 congress and to the increase in sustaining membership fees. The increase in expenditures was due to the costs associated to the IEA 2000 congress and award of the IEA/Liberty Mutual Medal.

KK reported on the revenues of membership fees from federated societies. He then presented the projected budget for the period 2001-2003. The budget includes the "Strategic Fund" generated from new sustaining membership fees to finance specific projects.

Reg Sell (ES) inquired on the capitation fees from endorsed conferences (outside the Triennial Congress). He stated that the capitation fees are a dis-incentive to Federated Societies to run IEA meetings because of their perceived negative impact on their budget. KK stated that no major IEA endorsed conferences were held this year and that there is a tendency, for budget reasons, to refrain from requesting IEA endorsement (other than the "free" endorsement).

WK indicated that the change of the IEA rules with respect to capitation fees (decided at the preceding IEA Council 2000) should bring positive results, since even the lowest level of endorsement requires payment of the fees to the IEA.

Ernst Koningsveld (NvE) asked why an increase in membership dues was expected in 2001 and beyond. KK stated that this is caused by the modifications of the IEA rules that Council adopted in 2000 (payment in US dollars rather than in Swiss francs).

3. VOTING ITEMS

WK explained the voting rules and procedures.

Roll Call: A quorum for voting was established (a total of 30 eligible votes were present).

3.1. Executive Committee

3.1.1. Order of Business at the Council meeting

MOTION: Council reverses its earlier decision that prohibits holding special events before all IEA business has been conducted.

Moved by WK and seconded by PF.

Motion carried (30-Y; 0-N; 0-A)

3.1.2. Approval of the Minutes from the 2000 COUNCIL Meeting in San Diego, USA

MOTION: *“Council approves the Minutes of the 2000 Council meeting.”*

Moved by WK and seconded by KK.

Motion carried (30-Y; 0-N; 0-A)

3.1.3. Approval of the *Hong-Kong Ergonomics Society (HKES)* as an IEA Federated Society

MOTION: *Council approves the Hong-Kong Ergonomics Society (HKES) as an IEA Federated Society, subject to payment of its registration fee.*

Moved by KK and seconded by Ernst Koningsveld

M. Akita (JES) asked for the opinion of the Chinese Ergonomics Society. WK indicated that he had been in touch with them and that they agreed on the application of HKES. Ernst Koningsveld asked whether this application was not in contradiction with the IEA rules. Again, WK stated that the Chinese Ergonomics Society did not object. KK added that there was no real contradiction with the IEA Basic Documents.

Motion carried (30-Y; 0-N; 0-A)

3.1.4. Approval of the *Society of Mexican Ergonomists (SEMAC)* as an IEA Federated Society

MOTION: *Council approves the Society of Mexican Ergonomists (SEMAC) as an IEA Federated Society, subject to payment of its registration fee.*

Moved by WK and seconded by PF

JW requested the meaning of “active associate founders” as stated in the presentation. PF indicated that this formulation was extracted from the SEMAC document, these are the founding members of SEMAC.

Motion carried (30-Y; 0-N; 0-A)

3.1.5. Approval of the Creation of IEA Networks

MOTION: *Council approves the creation of IEA Networks, which shall be groupings of IEA Federated Societies, formed to address specific needs. Council approves the formation of an IEA Network based on a formal proposal stating the purpose, organizational structure and mode of operation, and which is endorsed by participating societies. IEA Networks report on their activities to IEA.*

Moved by WK and seconded by PF.

Kirsten Olsen (NES) asked whether the Finnish Ergonomics Society could be a member of NEES (or FEES), since the Finnish Ergonomics Society belongs to the Nordic Ergonomics Society. PF stated that it would be detrimental to the Finnish Ergonomics Society if they could not be a member of NEES.

Reg Sell (ES) put forward a fear for additional bureaucracy. PF stated that the objective of the proposal was to provide a status to the existing of future groupings between IEA Member Societies.

After some discussion, Kirsten Olsen proposed that the debate related to FEES/NEES be separated from the question of *IEA Network*. There was general agreement on that point.

Jan Dul (NvvE) stated that he would have liked to discuss the motion with his society before the Council meeting.

IN proposed a friendly amendment stating "or its affiliates". PF seconded the amendment.

Amendment carried (24-Y; 2-N; 4-A)

AMENDED MOTION: Council approves the creation of IEA Networks which shall be groupings of IEA federated societies, or its affiliates, formed to address specific needs. Council approves the formation of an IEA Network based on a formal proposal stating the purpose, organizational structure and mode of operation, and which is endorsed by participating societies. IEA Networks report on their activities to IEA.

In response to several questions, WK stated that the Executive Committee intention was not to force the formation of IEA Networks, but rather to address the precedence of FEES. The IEA network would be created based on a proposal made by societies wishing to form such a network within the IEA structure.

Motion carried (18-Y; 5-N; 7-A)

Ernst Koningsveld wished to explain his vote (N), and stated that he would have preferred the motion to be part of the documents sent in preparation of the Council Meeting.

3.1.6. New Category of IEA Sustaining Membership

MOTION: Council approves the creation of a fourth level of Sustaining Membership (Star level) with an annual fee of US \$25,000

Moved by WK and seconded by PS.

Motion carried (28-Y; 0-N; 0-A)

3.1.7. Donations

MOTION: Council approves changing the first sentence of Chapter 4 (IEA Basic Documents) to read as follows: "Companies, other organizations and individuals can support IEA by making donations."

(plus suppression of sentence 3 of the same paragraph, p.8, IEA Basic Documents)

Moved by WK and seconded by PF.

Motion carried (30-Y; 0-N; 0-A)

3.1.8. Memorandum of Understanding with the IOHA (International Occupational Hygiene Association).

MOTION: Council approves the Memorandum of Understanding with the IOHA (International Occupational Hygiene Association).

Moved by WK and seconded by KK.

Motion carried 28-Y; 0-N; 0-A)

3.1.9. Revision of IEA Basic documents

MOTION: Council approves restructuring of the IEA Basic Documents as proposed by the EC (see report of Secretary-General)

Moved by WK and seconded by PS.

Ernst Koningsveld suggested including the IEA Strategic Plan in the *Organizational* Repository. IN further suggested to replace Organizational Repository by Reference documents, including Strategic Plan. WK seconded the amendment.

Amendment carried (31-Y; 0-N; 0-A)

No other remarks were made. The motion was proposed to the vote.

Amended motion carried 29-Y; 0-N; 0-A)

3.1.10. IEA Archives at CNAM

PF presented the terms of the proposed Agreement with CNAM and the 3 modifications proposed (for articles 5, 8 and 10).

MOTION: Council approves an Agreement with CNAM, Paris, France, for hosting the IEA Archives.

Moved by WK and seconded by IN.

Motion carried (30-Y; 0-N; 0-A)

3.1.11. IEA QED Endorsement Program

MOTION: Council approves the development of the IEA Quality Ergonomics Design (QED) Endorsement/Certification Program as proposed by the Executive Committee.

Moved by WK and seconded by PF

WK presented proposal for development of the QED endorsement/certification program: objectives, global process, etc. (see IEA Annual Report 2000-2001).

Caterina Gabriella (IES) stated that she strongly supported this proposal. IN stressed that the IEA Council was asked to give its approval to development of the program, not to its details as currently outlined. The details that were mentioned in the presentation made by WK should be understood as preliminary outline for this program.

David Caple (ESA) suggested that the first *QED Committee* should explore the possibility of having MOUs with other organizations. WK stressed that all Council members wishing to contribute to this effort were welcome to do so.

Reg Sell (ES) noted that the Ergonomics Society has tried in the past to build such a program. The ES had abandoned it because of the amount of work involved. WK agreed that the program would require much effort, but stated that he believed that the time was right to proceed with this program development.

PF added that the proposed QED program would require less effort since IEA would not itself certify ergonomics quality, but would simply accredit certification bodies.

Steve Legg (NZES) suggested there might be different levels of QED endorsement/certification.

Andreas Seeber (GfA) suggested including Kurt Landau in the first QED Committee. Kurt Landau indicated that he strongly supported the proposal, which he found totally coherent with the objective of the IEA.

Kirsten Olsen (NES) indicated that another goal would be to train companies or persons to evaluate the ergonomics quality of a product.

Some members (Carlos and Sell) also noted the potential legal aspects of the proposal should be considered. WK stated this important point would have to be addressed by the QED Committees, as appropriate.

Motion carried (29-Y; 0-N; 0-A)

3.1.12. Approval of the *Framework for Distance Learning Program for Ergonomics in IDCs*

MOTION: Council approves development of a Distance Learning Program for Ergonomics in IDCs

Moved by WK and seconded by Ernst Koningsveld

Pat Scott introduced and discussed the proposal.

Motion carried (29-Y; 0-N; 0-A)

3.1.13. Approval of the IEA President's Advisory Board

MOTION: Council approves the formation of the IEA President's Advisory Board

Moved by WK and seconded by PF

WK presented the motion. He stated that it amended the formation of the Advisory Sub-Committee decided by the Council in 2000.

Jan Dul (NVvE) suggested not to limit the composition of the Board to past IEA Presidents, but to open it to other individuals with significant service to IEA at the discretion of the President.

Amended motion moved by Jan Dul and seconded by Ernst Koningsveld.

WK stated that the intention is to preserve IEA memory, and to capitalize on the expertise and wisdom of the past IEA Presidents. The Board would be consulted by the IEA President, as needed, regarding the strategic issues of importance to IEA future.

Amendment carried (29-Y; 0-N; 0-A)

WK called for the vote on the amended motion.

Motion carried (29-Y; 0-N; 0-A)

3.1.14. Approval of the IEA/JOSE Best Paper Award

MOTION: Council approves the IEA/JOSE Best Paper Award

Moved by WK and seconded by David Caple.

Following a question of Andreas Seeber, WK stated that no IEA funds would be used for this Award. The money for the Award would be provided by the Central Institute for Labour Protection, Warsaw, Poland.

Motion carried (29-Y; 0-N; 0-A)

3.1.15. Approval of the Policy on Audits of IEA Finances

Moved by WK and seconded by David Caple.

MOTION: Each year, the Council elects two IEA Auditors, not necessarily members of the Council. The auditors audit and report on the accounts submitted by the Treasurer. The audit shall be completed at least 30 days before the IEA Council Meeting.

KK stated he supported the motion.

Motion carried (29-Y; 0-N; 0-A)

4. Council workshop on "How Can IEA Member Societies Support IDCs ?"

Klaus Zink and Pat Scott introduced the theme of the workshop and its organization.

The outcome of the Workshop will be provided as a separate document to be prepared by Klaus Zink.

5. IEA Congresses

5.1. IEA 2003 Triennial Congress Report

Eui S. Jung (ESK), Scientific Program Chair, presented a report on the IEA 2003 Congress to be held in Seoul, Korea.

Reg Sell (IES) inquired about the expected Korean audience. E. Jung stated a participation of 500 people from Korea was expected. J. Wilson mentioned that the difference in the registration for IEA members and for industry did not seem very large.

WK suggested to increase this difference (for instance 500US\$ and 600US\$).

IN inquired about the involvement of other Asian countries.

KK suggested attempting to raise funds from the industry to waive or reduce the registration fee for people from IDCs. PS proposed that there could be a global reduction of registration fee for IDCs.

WK encouraged E. Jung to use the *IEA Technical Committees of the Science, Technology and Practice Committee* as a resource for the Scientific Program Board. These Committees have played an important role in organizing symposia and specific sessions in the preceding IEA Congresses.

E. Koningsveld (NvE) inquired about the possible competition between various congresses and conferences in 2003. WK stated this indeed may occur, as 2003 will be a very busy year. For example, the GfA is organizing its anniversary meeting in 2003 also sponsored by IEA. However, IEA must not endorse other meetings that fall within the three month window of the IEA 2003 Congress.

5.2. IEA 2006 Triennial Congress Report

E. Koningsveld, Congress Chair, presented a report on the IEA 2006 Congress to be held in Maastricht, Netherlands. He announced that the Program Chair will be Ruud Pikaar. The website domain name has been registered (www.IEA2006.org). He suggested that IEA could claim this general domain name (www.iea200X.org) for future Congresses.

5.3. IEA 2009 Triennial Congress Report

WK informed the Council that no formal proposal for IEA 2009 has been received yet. However, D. Caple (ESA) stated that M. Helander had expressed interest of the SEAES to organize this IEA Congress in Singapore. WK indicated that a decision will be made at the next Council Meeting, 2002.

6. Standing Committees reports and discussion items

6.1. Executive Committee

6.1.1. Report from FEES

P. Rookmaaker (PR) joined the Council meeting on the invitation from WK.

PR presented a report on the recent activities of FEES. The construction of FEES follows a step-by-step approach. A working group on lobbying has been established in Brussels and has contacts with the European Union authorities. This working group investigates the ergonomics research problems that may interest the European Union. The feeling is that the contacts are not yet at a high enough level to ensure success. PR sent a letter to the IEA Federated Societies in order to formalize the status of FEES.

WK expressed his thanks to PR for his work on behalf of FEES. He also noted that the IEA Council welcomes a proposal to formalize the status of FEES according to the adopted policy on *IEA Networks*. Such proposal is to be voted on by the Council in 2002.

6.1.2. Continuation on work on IEA History book

PF reported, on behalf the IEA Historian, I. Kuorinka, on the continuation of work on the IEA history book. The plans are to create interest among potential authors to write on themes that describe some of the trends that have had an influence on ergonomics and IEA. These articles, if they can be promoted /created, could be published as articles in the *Ergonomics International* and other appropriate journals.

6.2. Policy & Planning Committee

Klaus Zink (KZ) presented the report on the activities of the Policy & Planning Committee (see IEA Annual Report). He introduced the *IEA Strategic Plan* as a living document, stating the actions to be undertaken by the Executive Committee, their relations to IEA Goals and their financial needs.

KZ introduced the issue of IEA Portal development. On this subject, PF reported on the electronic mail received by the SG and by the EC, indicating that these emails could be used as part of the specification of the IEA portal.

Concerning the membership structure, KZ developed two related activities:

- *SubCommittee on IEA Membership* (chaired by Luc Desnoyers): this Subcommittee is in charge of investigating the possible evolutions of IEA membership rules and categories;
- Membership Survey: this action is in continuation to preceding initiatives of the IEA Executive.

6.3. Professional Standards & Education Committee

John Wilson (JW) presented the report on the activities of the Professional Standards & Education Committee (see IEA Annual Report). He stressed that the documents issued by the PS&E Committee (now

included in the *IEA Basic Documents*) are guidelines, not prescriptions, and are intended as a resource by IEA Federated Societies.

JW reported on the advancement of work on *the IEA Electronic Directory of Ergonomics Education Programs*. He requested all Federated Societies to contribute to this Directory.

Concerning the IEA endorsement of the professional certification programs, JW recalled first that the endorsement concerns *Certification Bodies*. Procedures and committees are in place. The BCPE endorsement is now being processed. New Zealand is to apply next year. Japan may be applying soon.

A review of the Masters Courses has been undertaken in order to develop a basic core for the MS in ergonomics degree. The first step is to compare the content of existing programs. Preliminary results indicate a large variability in number of hours and relative weight of areas of ergonomics (e.g. physical ergonomics vary between 50 to 20%, cognitive ergonomics vary between 35 to 4 %). This review is to be extended to more Courses. In order to proceed, JW stated that he needed, for each country, the name of a person who will be the contact person for this country.

JW presented the project of developing the *IEA Code of Practice*, starting from the existing code of ethics (included in Basic Documents).

6.4. Science, Technology & Practice Committee

WK presented the report of the Science, Technology & Practice Committee, in the absence of KL, Chair of the STP Committee (see IEA Annual Report).

WK stated that the Councils input is needed to develop the IEA website. He introduced Vince Duffy as the IEA Webmaster responsible for communication with ErgoWeb.

Betty Sanders, a new member of the STP Committee, will serve as the STP Committee webmaster.

A number of conferences have been endorsed (see IEA Annual Report).

The STP Committee offered its help to contribute to the scientific program of IEA 2003 by organizing International Multi-session Symposia.

S. Legg (NZES) asked whether *IEA Technical Committees* could report their activities to the Council.

WK indicated the current practice was to have these Committees report to the STP Chair. KZ suggested having a one-page synthesis of the activities of the TCs in the Annual Report.

D. Caple (ESA) inquired about the list of locations for IDC Proceedings that appear in the *2000-2001 IEA Annual Report*. This point will be addressed in the IDC Committee Report.

6.5. Communications & Public Relations Committee

WK presented the report of the Communications & Public Relations Committee, in the absence of MS, Chair of this Committee (see IEA Annual Report).

Development of the IEA brochure : this brochure is intended to be handed to interested individual and organizations, in particular in order to seek financial support.

Concerning the distribution of educational materials to IDCs / IEA distribution centers, it was stated that the list of these distribution centers should be revised.

As for contributions to portal development, KZ is in charge of overseeing the development of the portal, in contact with other relevant committees (STP, CPR, IDC), with the IEA webmaster and with interested individuals.

J. Dul (Nvve) stated that a better balance should be achieved between internal and external communication. Concerning the latter, more effort could be put on communication with national and international bodies. WK agreed on this view, and stated that IEA should get a better knowledge on the way IEA, ergonomics or ergonomists are perceived by external bodies and by the public, and added that the Communications and Promotion Committee is in charge of this important IEA activity.

D. Caple (ESA) reported on an experience he had in communicating to the media results of three studies in ergonomics and on the impact of these efforts on the general public.

A. Marshall (Ergonomics International Editor) informed the Council about the need for inputs from the Federated societies. WK expressed his thanks to AM for its dedication and effective work.

6.6. Industrially Developing Countries Committee

Pat Scott (PS) presented the report on the activities of the Industrially Developing Countries Committee (see IEA Annual Report). Four ergonomics conferences associated with IDCs were held or will be held in the near future (in Egypt, South Africa, South America and India). PS thanked the initiative of D. Caple (Australia) for donation of books and journals.

M. Akita (JES) mentioned the problem of languages, as far as book donations were concerned. PS acknowledged the difficulty. Most books are in English.

A number of workshops have been held by Shahnavaz, Kogi and PS in various IDC countries. A major achievement is the establishment of the Iranian Ergonomics Society.

PS has been working on training guidelines for occupational health personnel in collaboration with B. McPhee. There are on-going discussions with WHO. PS has run a seminar (with J. Charteris) sponsored by the Namibian Ministry of Works, with a prestigious attendance that brought a lot of media coverage.

Considering ergonomics training, PS stated that basic training programs are now available and that the present need is for more advanced educational courses. The Distance learning program already discussed (voting item 3.1.12) is a step in that direction.

KK informed the Council of the development of *Ergonomic Checkpoints in Agriculture*. The target date of publication was modified to 2002.

Considering funds to help attendance of people of IDCs to international congresses, PS suggested that encouraging lower registration fees would be a better policy than funding travel expenses. JW stated that IEA should have better criteria for funding attendance to congresses. K. Kogi responded that an appropriate, selective, policy of funding travel expenses is still useful. Following a question of E. Jung, PS suggested that the Treasurer and Chair of the IDC Committee should propose a policy on that issue.

6.7. Awards Committee

IN presented the report on the activities of the Awards Committee (see IEA Annual Report).

- K.U. Smith Student Award: the foundation has actually more funds than necessary for this award. There is on-going thought for creating another award.
- IEA/JOSE Best Paper Award: IEA has agreed to present this award, but the process is handled by JOSE.

- IEA Fellow Award: for the future, all IEA Fellows will be involved in the reviewing process. The propositions of the committee have been examined by the EC. The proposal is to give the Fellow Award to Peter Hancock. IN is to become a Fellow by virtue of having been a President of the IEA.
- IN recalled the eligibility criteria for the Fellowship (International Service and Membership in society) and the distinction criteria (outstanding contributions to ergonomics/human factors). The objective is to keep a high standard of assessment of the propositions.
- The IEA/Liberty Mutual Prize for 2001 was awarded to P. Hancock and S.N. de Ridder.

7. Next IEA Council meeting

Two possibilities for holding the 2002 Council meeting were discussed:

- C. Nygaard: Sweden in October
- Chile or Argentina: to be organized by the EC, with a Workshop focusing on the local/regional/national needs of the IDC countries in South America.

Since no firm proposals were offered at this time, it was agreed that an electronic vote will be arranged for on the basis of the formal proposals to be received as soon as possible. The voting will be conducted before end of 2001. (Two weeks will be allowed for an electronic ballot).

8. Other items

Two nominations for IEA auditors have been received:

- Koya Kishida, Japan
- Sadao Horino, Japan

*MOTION : Council approves the nominations of Koya Kishida and Sadao Horino as IEA Auditors.
Moved by KK and seconded by PF*

Motion carried (28-Y; 0-N; 1-A)

9. Adjournment

Waldemar Karwowski thanked all the Council members for their active participation in the meeting.