#### INSTITUT KESELAMATAN DAN KESIHATAN PEKERJAAN NEGARA



NATIONAL INSTITUTE OF OCCUPATIONAL SAFETY AND HEALTH

KURIKULUM KURSUS COURSE CURRICULUM TEL: 03 - 8911 3800 FAX: 03 - 8926 3900 URL: www.niosh.com.my



| COURSE TITLE    | : Ergonomic Trained Person for Advanced Ergonomics Risk Assessment |                 |                |
|-----------------|--|-----------------|----------------|
| COURSE DURATION | : 4-day(s) / 24.75-hour(s)   | COURSE CODE     | : ERA2         |
| COURSE CATEGORY | : Competency   | COURSE LEVEL    | : Intermediate |
| HRD CORP SCHEME | : Claimable  |                 |                |
| COURSE FEE      | : RM1,728.00 (inclusive of 8% SST)                                 | EXAMINATION FEE | : RM300.00     |
| TOTAL FEE       | : RM2,028.00 (inclusive of 8% SST)                                 |                 |                |

### 1. OBJECTIVE(S):

At the end of the course, the participant will be able to:

- i. Understand the fundamental of ergonomics assessment method corresponding to each ergonomics risk factor.
- ii. Select appropriate method for assessment of each corresponding ergonomics risk factor.
- iii. Perform advanced ergonomics risk assessment of workers for each work activity at workplace based on DOSH ERA Guidelines at Workplace.
- iv. Suggest appropriate risk control methods.
- v. Produce advanced ERA Report.

# 2. TARGET GROUP(S):

- i. Safety and Health Officers / Executives.
- ii. OSH / Ergonomics Consultant.
- iii. Safety and Health Committee members.
- iv. Academician.
- v. Occupational Health practitioners.
- vi. Ergonomics Team Members / Focal Persons.

#### 3. ENTRY REQUIREMENT(S):

- i. Attended and passed Ergonomics Trained Person for Initial Ergonomics Risk Assessment (ERA1).
- ii. Able to read and write in Malay / English.
- iii. Malaysian citizen.

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# 4. TOPIC(S):

- i. Overview of ERA Guideline & Initial ERA.
- ii. Introduction to Advanced ERA.
- iii. Selection of ERA Method.
- iv. ERA Tools & Instruments.
- v. Postural, Force & Repetition Assessment Method.
- vi. Workstation Design, Vibration & Environmental Assessment.
- vii. Advanced ERA Report Writing.
- viii. Ergonomics Control Measures.

# 5. LIST OF REFERENCE BOOK(S):

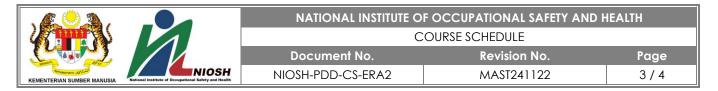
- i. Occupational Safety and Health Act 1994.
- ii. Guidelines on Ergonomics Risk Assessment at Workplace 2017.

# 6. LIST OF TEACHING AID(S):

- i. LCD projector.
- ii. Computer.
- iii. White board with accessories.
- iv. Flip chart with accessories.

# 7. LIST OF CLASSROOM ACTIVITIES:

- i. Lecture.
- ii. Discussion.
- iii. Case study.
- iv. Demonstration.
- v. Group presentation.



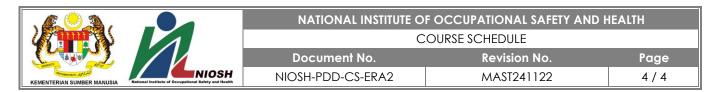
### COURSE TITLE: ERGONOMIC TRAINED PERSON FOR ADVANCED ERGONOMICS RISK ASSESSMENT

#### DAY ONE

| TIME        | HOUR | TOPIC                                   | TRAINER / FACILITATOR |
|-------------|------|---|-----------------------|
| 0830 - 0900 | 0.50 | Registration                            | NIOSH                 |
| 0900 - 1030 | 1.00 | Overview of ERA Guideline & Initial ERA |                       |
| 1030 - 1045 | 0.25 | MORNING TEA BREAK                       |                       |
| 1045 - 1300 | 2.25 | Introduction to Advanced ERA            |                       |
| 1300 - 1400 | 1.00 | LUNCH                                   |                       |
| 1400 - 1530 | 1.50 | Selection of ERA Method                 |                       |
| 1530 - 1545 | 0.25 | AFTERNOON TEA BREAK                     |                       |
| 1545 - 1700 | 1.25 | ERA Tools & Instruments                 |                       |
|             | 6.50 | END OF DAY ONE                          |                       |

### DAY TWO

| TIME        | HOUR | TOPIC   | TRAINER / FACILITATOR |
|-------------|------|---|-----------------------|
| 0900 - 1030 | 1.50 | Postural Assessment Method<br>• RULA method<br>• REBA method<br>• Other methods |                       |
| 1030 - 1045 | 0.25 | MORNING TEA BREAK   |                       |
| 1045 - 1300 | 2.25 | Force Assessment Method<br>• MAC tool<br>• RAPP tool<br>• Other methods         |                       |
| 1300 - 1400 | 1.00 | LUNCH   |                       |
| 1400 - 1530 | 1.50 | Repetition Assessment Method<br>• OCRA method<br>• Other methods                |                       |
| 1530 - 1545 | 0.25 | AFTERNOON TEA BREAK   |                       |
| 1545 - 1700 | 1.25 | Continuation  |                       |
|             | 6.50 | END OF DAY TWO  |                       |



# DAY THREE

| TIME        | HOUR | TOPIC  | TRAINER / FACILITATOR |
|-------------|------|--|-----------------------|
| 0900 - 1030 | 1.50 | Workstation Design Assessment<br>• ROSA method<br>• Anthropometry          |                       |
| 1030 - 1045 | 0.25 | MORNING TEA BREAK  |                       |
| 1045 - 1300 | 2.25 | Continuation   |                       |
| 1300 - 1400 | 1.00 | LUNCH  |                       |
| 1400 - 1530 | 1.50 | Vibration Assessment<br>• Whole body vibration<br>• Hand arm vibration     |                       |
| 1530 - 1545 | 0.25 | AFTERNOON TEA BREAK  |                       |
| 1545 - 1700 | 1.25 | Environmental Assessment<br>• Noise<br>• Extreme Temperature<br>• Lighting |                       |
|             | 6.50 | END OF DAY THREE   |                       |

#### DAY FOUR

| TIME        | HOUR | TOPIC  | TRAINER / FACILITATOR |
|-------------|------|--|-----------------------|
| 0900 - 1030 | 1.50 | Advanced ERA Report Writing  |                       |
| 1030 - 1045 | 0.25 | MORNING TEA BREAK  |                       |
| 1045 - 1200 | 1.25 | Ergonomics Control Measures<br>• Ergonomics Management Program<br>• Engineering Control<br>• Administrative Control<br>• PPE |                       |
| 1200 - 1300 | 1.00 | Report Writing Preparation & Presentation  |                       |
| 1300 - 1400 | 1.00 | LUNCH  |                       |
| 1400 - 1530 | 1.50 | Continuation   |                       |
| 1530 - 1545 | 0.25 | AFTERNOON TEA BREAK  |                       |
| 1545 - 1600 | 0.25 | Examination Briefing   | ECD                   |
| 1600 - 1730 | 1.50 | Paper 1 - Multiple Choice Questions  | ECD                   |
|             | 5.25 | END OF THE COURSE  |                       |