



COURSE TITLE	: Ergonomics and Manual Handling at the Workplace		
COURSE DURATION	: 2 day(s) / 13.00 hour(s)	COURSE CODE	: EMHW
COURSE CATEGORY	: Non-Competency	COURSE LEVEL	: Basic
HRDF SCHEME	: SBL		
COURSE FEE	: RM848.00 (inclusive of SST)		

1. OBJECTIVES:

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

- i. Explain the definition of ergonomics and its objectives.
- ii. State the 12 Ergonomics Principles.
- iii. State the statutory requirement for manual handling activities.
- iv. State the manual handling injuries.

2. TARGET GROUP(S):

- i. Managers/ Executives.
- ii. Safety and Health Officers.
- iii. OSH Practitioners.
- iv. Safety and Health Committee Members.
- v. Supervisors.
- vi. Occupational Health Doctor/ Occupational Health Nurse.

3. ENTRY REQUIREMENT(S):

- i. -

4. TOPIC(S):

- i. Introduction to Ergonomics & Manual Handling.
- ii. Ergonomics Risk Factor.
- iii. Case Studies - Identify Risk Factor.
- iv. Workshop – Conducting Body Symptoms Survey.
- v. Ergonomics Management Program.
- vi. Control Measures in Manual Handling.
- vii. Back Strengthening Program

5. LIST OF REFERENCE BOOK(S):

- i. -



KEMENTERIAN SUMBER MANUSIA

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





6. LIST OF TEACHING AID(S):

- i. LCD Projector.
- ii. Computer.
- iii. White Board with accessories.
- iv. Flip Chart with accessories.
- v. Anatomical Chart.
- vi. Back model.
- vii. Back support.
- viii. Hard case travel bag.

7. LIST OF CLASSROOM ACTIVITIES:

- i. Group discussion.
- ii. Practical.

Last updated on 20th April 2014 by NAJ, PDD

 	NATIONAL INSTITUTE OF OCCUPATIONAL SAFETY AND HEALTH			
	COURSE SCHEDULE			
	No. Dokumen	No. Pindaan	Tarikh	Muka Surat
NIOSH-PDD-CS-EMHW	00	20 Apr 2014	1 / 1	

COURSE TITLE: ERGONOMICS AND MANUAL HANDLING AT THE WORKPLACE

DAY ONE

TIME	HOUR	TOPICS	TRAINER/ FACILITATOR
0830 - 0900	0.50	Registration & Course Briefing	NIOSH
0900 – 1030	1.50	Introduction to Ergonomics & Manual Handling	
1030 – 1045	0.50	MORNING TEA BREAK	
1045 – 1200	1.25	Ergonomics Risk Factor	
1200 – 1300	1.00	Case Study Identify Risk Factor	
1300 – 1400	1.00	LUNCH	
1400 – 1530	1.50	MSDs from manual handling work	
1530 - 1545	0.25	AFTERNOON TEA BREAK	
1545 – 1630	0.75	MSDs from manual handling work (Cont.)	
1630 – 1700	0.50	Workshop – Conducting Body Symptoms Survey	
	6.50	END OF DAY ONE	

DAY TWO

TIME	HOUR	TOPICS	TRAINER/ FACILITATOR
0900 - 1030	1.50	Ergonomics Management Programme	
1030 – 1045	0.25	MORNING TEA BREAK	
1045 – 1300	2.25	Control Measures in Manual Handling	
1300 – 1400	1.00	LUNCH	
1400 – 1530	1.50	Controlling Manual Handling Workshop & Group Presentation	
1530 – 1545	0.25	AFTERNOON TEA BREAK	
1545 – 1700	1.25	Back Strengthening Program	
	6.50	END OF THE COURSE	

Last updated on 20th April 2011 by PDD