

# W506 ERGONOMICS ESSENTIALS



## Overview

This course provides a broad based introduction to ergonomics principles and their application in the design of work, equipment and the workplace. Specific consideration is given to musculoskeletal disorders, manual handling, ergonomic aspects of the environment, as well as to the social aspects and relevant standards.

### Objectives

On successful completion of this course, attendees will be able to understand and apply ergonomic principles, undertake ergonomic risk assessments, understand the causes of upper limb disorders and methods of reducing through the appreciation of the workplace layout and the environmental aspects of good ergonomic design.

### Who should attend?

Suitable for any workplace safety and health professionals, display screen assessors, human factors practitioners, project managers, support managers, operation managers and anyone in similar professions.

### Course Outline

1. Overview of ergonomics
2. Ergonomics methods and techniques
3. Musculo-skeletal disorders
4. Workplace, job and product design
5. Relevant physical factors of the work environment
6. Standards and social aspects

**Continuous Professional Development:**  
WSHO 40 CPD

**Course Duration:** 5 Days

### Course Assessment

Attendees are assessed with a 40 question short answer open-book written examination with an allowed time of 120 minutes at the conclusion of the course.

### Certification

**BOHS will issue a certificate of successful course completion to candidates who have successfully completed the course.**

This course is an accredited course by the British Occupational Hygiene Society (BOHS) as an elective module for the International Occupational Hygiene Certificate.



## Training Application Registration Form

Course Title: \_\_\_\_\_

Course Start Date: \_\_\_\_\_

Salutation: (Mr/Ms/Mrs/Dr) \_\_\_\_\_ First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Identification number: (NRIC/EP/WP/PP) \_\_\_\_\_

Mailing Address: (Please provide accurate mailing address for delivery of certificate) \_\_\_\_\_

City: \_\_\_\_\_ Country: \_\_\_\_\_ Postcode: \_\_\_\_\_

Date of Birth (DD/MM/YYYY): \_\_\_\_\_ Designation: \_\_\_\_\_

Mobile Number: \_\_\_\_\_ Office Contact Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Nationality: \_\_\_\_\_ Company Sponsored: Yes / No (Circle selected answer)

Sponsored Company's Name and Address: (leave blank if self-sponsored) \_\_\_\_\_

Referral name: (if any) \_\_\_\_\_

Where did you hear about us: IOM Singapore Website / Internet / Friends / Brochures Circle selection(s)

Others: \_\_\_\_\_

Candidate's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Terms and Conditions

By entering my personal details into this registration form, I hereby consent to IOM SINGAPORE PTE LTD collecting, using and disclosing personal data for purposes of the training records. I give permission for my photo to be taken during my enrolment in this course for that photo to be used in any promotional materials used by IOM SINGAPORE PTE LTD. I understand that registration will not be confirmed until payment has been made. All course booking dates are subject to trainer's availability until further confirmation. No cancellation refund will be permitted once the course has been confirmed and IOM SINGAPORE PTE LTD reserves the right to cancel and change the date of the course. IOM SINGAPORE PTE LTD is the final authority on the interpretation of these rules. Notwithstanding any other item herein, neither party shall be liable to the other under, arising out of or in connection with this agreement.

### Payment

All prices are quoted in Singapore Dollars + 7% GST + applicable examination fees if required. We can accept payment in CASH (SGD\$), via PayPal from our website, company cheque or bank transfer. All cheques should be crossed and made payable to IOM (Institute of Occupational Medicine) SINGAPORE PTE. LTD. All charges incurred from Telegraphic Transfer or PayPal will be at the cost of delegates. Invoices raised on company accounts must be paid as per terms and conditions stated on invoice. Failure to make payment, will result in withholding of course certificate. On confirmation of booking, full payment must be received before commencement of the course. Delegates are responsible for payment of their own accommodation/ flights/local transportation and reservations.

### Confirmation

All course dates are provisional until formal confirmation has been sent. Upon receipt of completed registration, notification will be sent regarding the course. Full joining instructions will only be sent once the course is confirmed.

### Change or Transfer

Until course dates are formally confirmed, candidates may change or transfer their booking without additional cost to a similar or different course.

### Cancellation

If IOM SINGAPORE PTE LTD has to cancel the course for whatever reason, a full refund (of the course fee only) will be given to any candidate who has paid a deposit or full amount and cannot transfer to an alternative schedule. IOM SINGAPORE PTE LTD are not responsible for any accommodation, flights, etc. purchased if reasonable cancellation time is provided. IOM SINGAPORE PTE LTD reserves the right to cancel a course or amend any course date at any time without liability. Candidates shall be given adequate notice of any changes in writing. IOM SINGAPORE PTE LTD appreciate that candidates may not be able to attend training courses once booked so cancellations can be accepted without charge until formal confirmation of the course has been sent. After confirmation of the course, the following will apply to IOM SINGAPORE PTE LTD.

Notice of cancellation after confirmation and up to 3 days before course commencement date (start date) will be subject to a charge of 50% of the standard course fee + any non-refundable fees paid by IOM SINGAPORE PTE LTD + tax unless a substitute for the nominated delegate shall attend the course.

Notice of cancellation from 3 days before course commencement date to start date (actual start day) will be subject to a charge of 100% of the standard course fee + any non-refundable fees paid by IOM SINGAPORE PTE LTD + tax unless a substitute for the nominated delegate shall attend the course.

Substitution of nominated delegate where applicable shall incur examination costs or other administrative costs as per the approval body for the course and are subject to acceptance.

[www.iom-world.sg](http://www.iom-world.sg) 

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