

# Ergonomics Program Management

## Effective, Efficient, Sustainable Improvement

Humantech draws on the experience gained from developing hundreds of large-scale ergonomics initiatives. We offer unmatched abilities in creating the essential program management components for your success. Our approach will assist you in developing and implementing a sustainable ergonomics process that is supported by the infrastructure, priorities, and values of your organization. The Humantech difference is:

- **Practical Approach to Ergonomics Program Management**

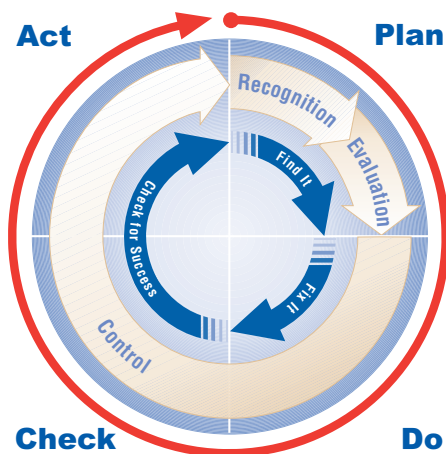
We deliver a comprehensive approach to program management based on the principles of continuous improvement and management systems. This approach ensures your program will have sponsorship by top managers, integrate with existing business initiatives and functions, and provide business value. Humantech experts apply a management system model that is adaptable to your organization's structure and culture, yet is based on effective practices of leading employers.

- **Integrated Programs and Processes**

Humantech addresses both the strategic and tactical elements required to ensure the success of your ergonomics initiative. Management systems integration is achieved through establishing long-term improvement goals, identifying and preparing on-site resources with necessary skills and abilities, and measuring results. Problem identification and solutions are addressed through a tactical process enabling participation and ownership by line and office operations.

- **Low-Cost High-Impact Solutions**

In addition to providing a process "road map" to implement and maintain your ergonomics program, Humantech can assist your organization in developing strategic plans and measures; ergonomics policies, standards, and guidance documents; proactive program measures; and evaluation and review of your program.



Whether your interest lies in implementing a new ergonomics program or improving an existing one, Humantech offers a practical approach to leveraging your existing business practices. Our methods are based on best practices of leading companies with successful programs.

With years of experience in managing ergonomics and health and safety programs for major international companies, our team has the knowledge, skills, and resources to assist you with the development and deployment of an integrated, effective ergonomics program.

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**About Humantech**

For over 30 years, global companies have relied on Humantech for workplace improvements. By combining the science of ergonomics and our unique 30-Inch View®—where people, work, and environment intersect—we deliver practical solutions that impact safety, quality, and productivity. At Humantech, we believe people make productivity happen.

Managing ergonomics means managing the quality of the workplace, including its design, layout, and practices. Humantech's Ergonomics Process Model for developing and sustaining a successful ergonomics program is based on the continuous improvement model for quality. Our program management services align with the four components of this approach: **Plan, Do, Check, and Act (PDCA)**.

PLAN

- **Program Needs Definition**  
Regulations, standards, and organizational ergonomic issues are evaluated to define the scope and content of your ergonomics program. Problem definition provides the basis for determining the elements of your ergonomics initiative.
- **Management Engagement**  
Sustainable programs are driven from the top. Engagement, understanding, and buy-in from leaders in your organization are critical to the success of your program. Our interaction with top-level management results in the clear definition of program expectations and management support.
- **Policy, Standard, and Guidance Development**  
Humantech can work with you to develop policy statements, program standards, and guidance resources to facilitate the integration and deployment of your ergonomics program elements.
- **Strategic Planning Facilitation**  
Humantech helps you develop strategic and tactical business plans that include key actions required to implement and sustain an effective ergonomics process. Plans include long-term goals and measures, supporting infrastructure, means of accountability, and tracking progress.
- **Performance Measurement**  
What gets measured gets done. Leading measures of results ensure the program is proactive, sustained, and effective. Humantech offers methods to easily obtain, record, and track performance at all levels of an organization.
- **Program Integration**  
Our ability to map your ergonomics program to existing business management systems and processes results in an integrated, intuitive approach and leverages available resources.

DO

- **Implementation of Plans and Improvements**  
We will tailor our roadmap of hazard identification and reduction, training program improvement, and process management to match your business needs. We can assist you with program start-up or tune-up, drawing from experience with methods proven in other successful organizations.
- **Infrastructure Development**  
Our goal is to help your organization become self-sufficient to identify, solve, and manage ergonomic hazards. We can help individuals develop skills, ability, and confidence, and we can coach people in ways to ensure performance and accountability.
- **Engineering and Training Coordination**  
We offer assistance in coordinating risk assessments, solution engineering, and training to start a new program or improve an existing initiative.

DO

- **Ergonomics Process Review**  
Our review methodology evaluates program maturity and effectiveness, identifying areas of strength and opportunity within a single organization, multiple organizations, or across corporations. Probing all aspects of an ergonomics process, the program review provides a measure of maturity and supports continuous process improvement.
- **Benchmarking**  
Humantech's benchmarking methodology allows comprehensive investigation and comparison with recognized high-performance organizations. The scope of benchmarking can be tailored to identify the specific program information you need.

ACT

- **Management Review**  
Top management knowledge of your program and its benefit to the business are critical for ongoing support and leadership. We can help you prepare and deliver a focused, concise presentation to key managers.
- **Program Enhancement**  
Following the program review, Humantech can provide guidance and solutions to strengthen the effectiveness or revive the support for existing ergonomics programs

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