

Newsletter

#4, February 2015



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*Joining academia and business for new opportunities in
creating ERGOnomic WORK places*

A Word from the Editor

P4 University of Natural Sciences and Humanities in Siedlce

Dear Readers, welcome to the 4th ERGO WORK e-newsletter!

We put in your hands the fourth issue of the ERGO WORK newsletter. Since the third newsletter, the project activity entered a phase of implementation namely pilot projects in Slovenia and Poland. We are pleased to inform you that the Ergonomics Curriculum was finalized in October 2014, and finally the testing phase within the six Pilot projects in Slovenia and Poland has started.

After the recruitment and selection, four multidisciplinary groups, being involved in the Pilot projects, were created: two in Slovenia and two in Poland. They consist of students, professors and researchers, as well as disabled and non-disabled employees of the participating companies. The impact of teaching content focused on creating ergonomic jobs for disabled people (PWD) is being tested in two companies in Slovenia, and four in Poland. Pilot projects have been preceded by introductory workshops.

Moreover, since the publication of the third newsletter, there have been many dissemination actions, through international conferences in the partner countries, radio shows, seminars, webinars, and other events. There are also many interesting approaching international conferences, during which the ERGO WORK project will be presented.

We just attended the two day third project partner meeting in Salamanca, Spain, at which the progress of the project and the next steps were discussed. Currently we are focusing our efforts on the e-platform development (http://www.ergo-work.eu/site/english_site/plat_en.html) where you will be able to follow interesting literature, links, assistive technology, ergonomic and inclusive design solutions, ergonomic consultant companies and much more. You are very welcome to contribute to the growing EU ergonomic & inclusive design e-platform!

You will find more about the Pilot projects and upcoming events in the following pages. We hope you enjoy reading!

**Dr Marzena Wójcik-Augustyniak
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ERGO WORK – implementation of Pilot Projects in Slovenia and Poland

Pilot Project 1 (PP1)

Name and characteristic of the Company: Two partner companies are involved in PP1, namely the project coordinator OZARA Service and Disability Company d.o.o., and partner 3 Kovinarstvo, Drago Bučar s.p.

OZARA d.o.o. is a company dedicated to the training, employment, and social inclusion of persons with disabilities, including Employment and Vocational Rehabilitation Programmes, Social Inclusion Programmes, Project Management, and different Specialised Services. Disabled people are employed in cleaning services, carpentry, sewing, green area maintenance, and various production and assembly activities.

Kovinarstvo Bučar s.p. is a family company with a tradition spanning more than five decades. They are one of the largest Slovene companies in the field of manufacturing standard serial sheet metal products and roofing accessories as well as various custom made sheet metal products by order. Their clients are tinsmiths, roofers and individual customers. Beside that they are an innovation oriented company with high quality standards, and high social responsibility, therefore they have closely cooperated with OZARA for years now, providing more employment opportunities for disabled employees.

Characteristic of the product and workplace: An out standard 6 meters long wooden pallet has been designed with cooperation of both companies for special transportation needs of metal products at Kovinarstvo Bučar s.p. The production of the pallet is being tested within the PP1 at OZARA d.o.o. involving two disabled employees, and one non-disabled employee, the qualified carpenter.

The scope of work at the analyzed workplace

The production of the 6 meters long pallet includes several phases, starting with sawing the wooden planks into different lengths, which is done by the carpenter, the wooden pieces are then to be manually drilled by the disabled employee with holes for nails, the long wooden planks put on the assembly spot, fixed with nails and glue as shown in the sketches, prepared by engineers of the Kovinarstvo Bučar s.p.

Aim of the Pilot Project: product design with work process and work places design, adapted for disabled employees.

PP activities:

The first sessions took place in December 2014, starting with introductory workshops, familiarisation with the companies, with disabled employees, with sketches and drawings of the product, continuing in January 2015 with observation and measuring of the working process and working phases, measuring of the working environment, analysis of logistics of the venue etc. The findings of the analysis are going to be introduced by students in February and March 2015, and evaluation workshops with recommendations and report preparation will be held in March and April 2015.

Multidisciplinary group No 1 working on PP1:

- a) Researchers: Marjan Leber, Bojan Dolšak, Nataša Vujica-Herzog, Majda Schmidt, Marko Renčelj, Vojko Potočan
- b) Students: Aleš Horvat, Martin Postružnik, Matic Sernel, Jure Jevšenak, Niko Rojko, Ema Komar, Saša Stojko, Gregor Salobir, Rok Dolinšek, Aleksander Pagon, Aleš Petek
- c) Employees: Miodrag Petrovič, Janez Andrejč, Nataša Rebernik, Boštjan Cafuta
- d) PWD: Marija Štandeker, Darko Fabijan

Pilot Project 2 (PP2)

Name and characteristic of the Company: Bodočnost Maribor d.o.o. is a company for employment and rehabilitation of disabled persons. Their production activities include graphics department, carpentry, metalworking, clothing and services.

Characteristic of the workplace and the scope of work: Assembly production line for beauty products with several assembly working stations will be analysed, aiming at adapting the assembly production line for beauty products to better fit disabled employees.

The first sessions within PP2 will start in March 2015.

Pilot Project 3 (PP3)

Name and characteristic of the Company: Łuksja Sp z o. o. The main activity of the company is the production of highly processed ladies clothing. The company specializes in sewing of outerwear. Among company's business partners are brands such as Burberry, Max Mara, Marc Aurel and Caterina. The company is a leading exporter in the region. The Company has the status of sheltered workshop for the disabled. Current employment is 236 people, of which over 70% are people with disabilities.

Characteristic of the workplace: operator of multi-ply spreading and cutting machine. Equipment on the workplace includes: machines (vertical cutters, tape cutters, gluing machines), multi-ply spreading and cutting machine, cutting tables, shelves for storage of blanks, lay end-cutters of material layers. CNC Cutter is a fully automated materials cutting system in multilayer expenditures which, combined with specialized software creates innovative and fully automated cutting room.

The scope of work at the analyzed workplace includes cutting or gluing items of clothing with the use of the machine and putting them away on a special mobile shelf. Processed materials are made of cotton, linen, wool, viscose, polyester and spandex.

Aim of the Pilot Project: adapting the cutter work place to the needs of employees with disabilities

PP activities: the first sessions took place in December 2014 and considered the familiarization with the production process and preliminary description of the analyzed workplace. It is expected to carry out 96 hours of PP workshops for the PP3, 50% of which in the company and 50% in the University.

Multidisciplinary group No 3 working on PP3:

- a) Researchers: Marzena Wójcik-Augustyniak, Marek Szajczyk, Henryk Wyrębek
- b) Students: Paweł Krasuski, Milena Kubajewska, Damian Pawlak, Anna Potyra, Katarzyna Prokurat, Maciej Wysocki
- c) Employees: Monika Bazan, Jacek Jurek
- d) PWD: Jacek Jurek, Urszula Radawiec

Pilot Project 4 (PP4)

Name and characteristic of the Company: Medical and Diagnostic Center Ltd. is a Regional Leader in Ambulatory Medical Services in the districts of Siedlce, Mińsk and Łuków. Currently covers over 65 thousand patients in primary care, more than 10 thousand children within the medical care at schools, conducts 24 different specialist clinics. It has an extensive base of diagnostics accredited by the Ministry of Health, among others analytical, ultrasound and electro-diagnostics laboratories, cardiovascular and central nervous system labs.

Characteristic of the workplace: call centre position. Main goal: providing phone information and reservations.

The scope of work at the analyzed workplace includes handling incoming calls and sometimes outgoing calls (only in cases of cancer prevention programs) Entering data quickly, informing patients about medical services availability and other important information, arranging patients visits (making reservations).

Aim of the Pilot Project: adapting the call centre position to the needs of the employee with disabilities

PP activities: the first sessions took place in December 2014 and considered the familiarization with the production process and preliminary description of the analyzed workplace. It is expected to carry out 96 hours of PP workshops for the PP4, 50% of which in the company and 50% in the University.

Multidisciplinary group No 4 working on PP4:

- a) Researchers: Marzena Wójcik-Augustyniak, Marek Szajczyk, Henryk Wyrębek
- b) Students: Ewelina Izdebska, Marta Kowalczyk, Ewelina Olszewska, Krystian Kruk, Dorota Kobjek, Weronika Celińska-Drozd
- c) Employees: Jolanta Cabaj, Agnieszka Sawa
- d) PWD: Marek Płatkowski, Urszula Radawiec

Pilot Project 5 (PP5)

Name and characteristic of the Company: ASAJ Sp. z o.o. is the largest network of electrical installation and lighting stores and warehousing in eastern and central Poland. Currently, the company has 21 subsidiaries and employs more than 300 people. Since 2003 Asaj is a member of an elite purchasing group "FEGIME" - an organization of about 180 independent wholesalers in 12 European countries, and since 2013 a member of the BCC - a prestigious club of businesses and organizations of individual employers.

Characteristic of the workplace: Sales manager. Purpose of workplace: creation and implementation of trade policy of the Asaj company.

The scope of work at the analyzed workplace includes creating the commercial strategy of the Company, pricing and implementing trade policy, cocreating and coordinating the process of constructing the budget; supervising the implementation of the budget plans; analyzing, budgetary slippages and taking corrective action, shares responsibility with the Logistics Manager for the formation of new units and modernization of existing units, responsible for the sales department personnel policy, shares responsibility with the Marketing Manager for action to support and intensifying sale, responsible for the operational management of the subsidiaries, responsible for granting trade credit limits and vindication, responsible for developing procedures, regulations and instructions in the area of trade, responsible for the procurement of goods.

Aim of the Pilot Project: adapting the sales manager workplace to the needs of the employee with disabilities

PP activities: the first sessions took place in January 2015 and considered the familiarization with the production process and preliminary description of the analyzed workplace. It is expected to carry out 48 hours of PP workshops for the PP5, 50% of which in the company and 50% in the University.

Multidisciplinary group No 4 working on PP5:

- a) Researchers: Marzena Wójcik-Augustyniak, Marek Szajczyk, Henryk Wyrębek
- b) Students: Ewelina Izdebska, Marta Kowalczyk, Ewelina Olszewska, Krystian Kruk, Dorota Kobjek, Weronika Celińska-Drozd
- c) Employees: Jolanta Cabaj, Agnieszka Sawa
- d) PWD: Marek Płatkowski, Urszula Radawiec

Pilot Project 6 (PP6)

Name and characteristic of the Company: Office of Technical Inspection (UDT) is a state legal person acting in the field of technical equipment safety based on a number of legal acts. UDT continues over a hundred years of Polish technical inspection. UDT has 29 branch offices distributed throughout the Poland. Technical Inspection Authority's mission is to ensure the safety of people, property and the environment through professional, efficient and socially responsible activities to prevent and eliminate the risks arising from the operation of technical equipment.

Characteristic of the workplace: An employee of Administration Department - multifunctional workplace on which training and administrative activities are carried out.

The scope of work at the analyzed workplace includes: conducting public procurement procedures; coordination of training for employees; organization of training courses for customers; actions connected with environmental protection; controls the warehouse stock of protective clothing and footwear, office articles, promotional materials, personal protective equipment; keeping records of employee leave; running the customer service office.

Aim of the Pilot Project: adapting the workplace of an employee of the Administration Department to their individual needs

PP activities: the first sessions took place in January 2015 and considered the familiarization with the production process and preliminary description of the analyzed workplace. It is expected to carry out 48 hours of PP workshops for the PP6, 50% of which in the company and 50% in the University.

Multidisciplinary group No 3 working on PP6:

- a) Researchers: Marzena Wójcik-Augustyniak, Marek Szajczyk, Henryk Wyrębek
- b) Students: Paweł Krasuski, Milena Kubajewska, Damian Pawlak, Anna Potyra, Katarzyna Prokurat, Maciej Wysocki
- c) Employees: Monika Bazan, Jacek Jurek
- d) PWD: Jacek Jurek, Urszula Radawiec

Next steps within the Pilot Projects in the companies

In February and March 2015 continuations of the workshops are scheduled in Slovenia and in Poland, so the first months of 2015 will be very active. Pilot Projects will continue till May 2015. Next activities within WP5 include: new work place design, introduction to New Work Places for PWD, self- evaluation (SWOT) by the participants and Report on the Pilot Project. Moreover external evaluator's visits will take place in Poland and in Slovenia.

Activity Reports

3rd Partner meeting held on 21st – 22nd January 2015, Salamanca (Spain).

The Pontificia University of Salamanca and INFAD hosted the 3rd ERGO WORK partner meeting in Salamanca, Spain. ERGO WORK project partners from all the six partner countries attended the meeting, aiming at evaluation of the Ergonomics Curriculum prepared in autumn 2014, at reporting and discussing about pilot projects, currently being implemented in six companies in Slovenia and Poland, and finally dissemination, sustainability and evaluation of the project were discussed to ensure high quality of results and their use also after the end of the project. As an added value to the project, the first day a press conference took place to Salamanca media, and the second day a tour around Pontificia University was organised. During the partner meeting, dates for the Final Partner Meeting and the **Final Conference of the ERGO WORK project** were confirmed. Both events will be organised in Poland, on **16th and 17th September 2015**. Invitation will be released soon.



Figure 1: Press Conference within the 3rd partner meeting in Spain

ERGO WORK presented in radio show of Radio Maribor, Slovenia on 8th December 2014

On 8th December 2014 two of the three Slovene ERGO WORK project partners, OZARA Service and Disability Company Ltd. and University of Maribor, were guests in a radio show at Radio Maribor. The discussion focused on sharing knowledge and experiences in the field of equal opportunities for disabled at work, employment of disabled, and ergonomics as a challenge for improving equal opportunities at work. The ERGO WORK project was presented as well, and will be presented in more details in the next show, planned for February, March 2015. You are invited to listen the show at: <http://4d.rtvsllo.si/arhiv/radijska-delavnica-znancev/174308557> (SLOVENE VERSION)

ERGO WORK with trans-atlantic focus & ERGO WORK e-platform development

ERGO WORK partners have initiated collaboration with several ergonomic initiatives also with a trans-atlantic focus. To mention only a few, PRO Ergonomics from Canada providing interesting webinars in the field (<http://www.proergonomics.ca/>), Educator Labs focused on collecting quality resources (<http://educatorlabs.org/>), and many others, who will contribute to the ERGO WORK e-platform development. We invite you to contribute as well, with whatever you believe is relevant for creating ergonomic and universally designed workplaces and help us establish an EU **point** of HEI, B, R&D, VET and other stakeholders interested in creating human jobs, also adapted to disabled persons and designed with optimum costs for optimum efficiency.

Meetings with Business “Success in building business relationships with foreign partners-science and practice” Siedlce, Poland 18th of November 2014.

On 18.11.2014, the Faculty of Economics and Legal Sciences at the University of Natural Sciences and Humanities in Siedlce, together with the Eastern Chamber of Commerce organized the conference “**The success in building business relationships with foreign partners - science and practice.**” This was the seventh edition of the series “**Meetings with Business**”, under which projects designed to combine theory and practice there are organized every year. In previous editions, respectively devoted to corporate social responsibility, benchmarking, PR, development of human resources, innovations and business challenges numerous companies from Siedlce and the region attended. More about “Meetings with Business” at <http://www.wnep.uph.edu.pl>.



Figure 3: ERGO WORK at “Meetings with business” in Poland

ERGO WORK project released in INFAD’s Journal in November 2014

In November 2014, a special issue about ergonomics and the ERGO WORK project was published in the scientific journal “**International Journal of Developmental and Educational Psychology, INFAD: Revista de Psicologia**”.

Participation of INFAD at “XI HISPANO LUSO CONGRESS” between 5-8 November 2014 at University of Beira Interior, Portugal.

The ERGO WORK project was presented in detail in the “**XI Hispano-Luso Congress of Gerontology**” held in Covilha (Portugal) and organized by the University of Beira Interior and where the following topics were addressed: quality of life of older people, dissemination of gerontology and disability best practices, research and aging health promotion.

Dr. Florencio Vicente, INFAD’s President, on the second day of the Congress, within the workshop named “**Ergonomics and accommodating cognitive impairment**” presented the aims, objectives, results of the project and dissemination activities to more than 200 participants who attended the event; among them university professors and students, psychologists, sociologists, doctors, nurses and other experts.



Figure 2: ERGO WORK presented at the “XI Hispano-Luso Congress of Gerontology” in Portugal

Upcoming Meetings / Events

INFAD's Journal – April 2015.

In April the next publication of the scientific journal "International Journal of Developmental and Educational Psychology, INFAD: Revista de Psicologia" will be published. INFAD invites everyone to participate. Deadline for submitting the papers is 25th March. Additional information: <http://infad.eu/>

Partner 7, Coventry University has had a paper accepted for the Ergonomics and Human Factors 2015 Conference to be held in Daventry, UK, 13-16th April 2015.

The paper is entitled: "ERGO WORK: European perceptions of workplace inclusion and application of ergonomics" and will be presented on Tuesday 14th April 2015. The programme is available at <http://www.ehf2015.org.uk/programme/>.

XXII INTERNATIONAL CONGRESS: "A NEW VISION OF PSYCHOLOGY: POSITIVE PSYCHOLOGY".

Organized by INFAD (partner 9) and it will be held on 27th April-2nd May 2015 in Kalamata (Greece). More about the event at <http://www.infad.eu/?p=1028>.

4th meeting of ERGO WORK Project Partners in Siedlce, Poland 16-17 September 2015:

Faculty of economic and Legal Sciences of Siedlce University (Partner 4) with cooperation with Łuksja (Partner 5) and Medical and Diagnostic Centre (Partner 6) will organize the **ERGO WORK Final International Conference** and Final Meeting on 16th and 17th September 2015. The Procedure has just started.

Proceedings "**Ergonomics – opportunity for new human jobs**" will be published for the conference. Call for papers will be released soon! Follow ERGO WORK website www.ergo-work.eu and join ERGO WORK FB, twitter or LinkedIn!

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