



Annual Report

2017 – 2018 FINANCIAL YEAR

**Human Factors & Ergonomics
Society of Australia Inc.**



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About the Human Factors & Ergonomics Society of Australia Inc. July 2017 – June 2018

The Human Factors & Ergonomics Society of Australia (HFESA) is a professional society. The Aim of the Society is to advance the science of human factors and ergonomics in Australia by promoting research and education in ergonomics and the application of its principles. To achieve this, the HFESA encourages professional development, promotes ergonomics and ergonomists, stimulates research and innovation and encourages the effective application of ergonomics.

The HFESA was founded in 1966 and currently has active branches in the Australian Capital Territory, New South Wales, Queensland, South Australia, Victoria and Western Australia. Each year the HFESA holds a national conference. Each branch holds regular professional development meetings that are designed to stimulate discussion, promote networking and provide information on current ergonomics-related topics.

The HFESA is governed by a Board of Directors, which has overall responsibility for the pursuit of the mission and objectives of the Society.

The HFESA Board as at the 30 June 2018 was as follows:

- Margaret Cook – President
- Valerie O’Keeffe – General Secretary
- Suzanne Johnson – Treasurer
- Stephen Hehir – President Elect & PAB Chair
- Christine Aickin – IEA Representative
- George Buchanan – CHISIG Nominee
- Ann Morgan (Queensland)
- Andrew Wright (NSW)
- Wendy Elford (ACT)
- Wes Wilkinson (Victoria)
- Ramona Ramamoorthy (SA)
- Kath Jones (WA)

During the year the Board welcomed representatives from the Early Career and Student Special Interest Group including Amy Chung and SoYoung Lee.

Four meetings were convened during the year:

- Teleconference – 24th August 2017
- Face-to-face (Sydney) – 25th and 26th November 2017
- Teleconference – 13th March 2018
- Face-to-face (Sydney) – 5th and 6th May 2018

Director attendance at meetings is noted below:

Director	Attended	Eligible
Christine Aickin	3	4
George Buchanan	4	4
Margaret Cook	4	4
Wendy Elford	4	4
Stephen Hehir	4	4
Suzanne Johnson	4	4
Kath Jones (appointed August 17)	3	3
Ann Morgan	3	4
Valerie O'Keeffe	3	4
Andrew Petersen (resigned November 17)	1	2
Rodney Powell (resigned November 17)	2	2
Ramona Ramamoorthy	3	4
Angela Summers (resigned August 17)	1	1
Wes Wilkinson	4	4
Andrew Wright	4	4

Note: SIG representative not replaced on the Board from November 2017.

For further information on the HFESA, visit: www.ergonomics.org.au.



President's Report July 2017 – June 2018

I have pleasure in presenting the Annual Report of the Human Factors and Ergonomics Society of Australia for the 12 months ended 30 June 2018.

This year we have enjoyed a strong and stable board. In August 2017, the Board accepted the resignation of Angela Summers (WA Branch Nominee) following her retirement and sea-change, and we thank her for her long and valuable service to the Society. At this time, we welcomed Kath Jones to fill this casual vacancy. On the 27th November 2017, at the Annual General Meeting we confirmed Kath Jones's position as a Director. At this meeting, we also noted the retirement of Rodney Powell (whose position as Immediate Past President had concluded) and Andrew Petersen (who had completed a four-year term as SIG Representative). We thank them both for their long service on the Board and to the Society.

A proposed membership restructure consumed much of the Board's time this year. Below I have reproduced a blog post from the HFESA website which was published on 25th October, 2017.

What do we currently have?

For those who haven't memorised our current membership structure, we essentially have three categories open to individual members (the below language is drawn from our Constitution and each Board may interpret these slightly differently), all levels require the individual to support the Society and its aims, and to agree to abide by our Code of Ethics:

- *Affiliate – open to anyone*
- *Member – open to individuals who met requirements in relation to skills and knowledge related to ergonomics*
- *Certified Professional Ergonomist – open to individuals who are deemed by the Professional Affairs Board to be competent to act as professional ergonomists*

On top of these we recognise some special categories, including Students, Retired Member and Fellow (which recognises seniority of professional standing combined with service to the profession of ergonomics and to the Society). This hierarchical structure was traditionally common in professional societies and membership fees were structured around the "grades" of membership.

What has happened so far?

In November 2016 David Caple was invited to present to the Board and subsequent to this David prepared a Green Paper on the membership structure. David presented a range of reasons why a "flatter" structure would be more appropriate, that is a two-tier structure with only Certified Professional Ergonomists and general members (encapsulating current Affiliates and Members). Special categories of Students, Retired Members and Fellows would remain. This is seen as a more contemporary approach, which supports a clearly defined "Certified Ergonomist" and an inclusive response to all other members of our community.

What is the potential impact of changes?

The two biggest practical impacts relate to membership fees and membership benefits.

Membership fees are currently different for each grade of membership. If we are to combine the Affiliate and Member grade, then we would need to create a new price point. If we were to ensure a cost-neutral impact to our income the new fee would need to sit between the two current fees. Currently Affiliates pay an annual fee of \$200 and Members pay \$300. As the ratio of Affiliates to Members currently sits around 1:2, a cost-neutral fee for the new category could be anticipated to be around \$270.

In regards membership benefits, there are only two differences between Members and Affiliates. Firstly, Affiliates do not have voting powers within the Society and cannot hold office, and secondly Members have exclusive use of the post-nominals MHFESA.

Members were encouraged to respond to the blog post, with 12 members taking up this option. Time was also scheduled following the 2017 Annual General Meeting (27th November) to discuss this directly with members, and there was significant discussion and engagement with the proposal, both supporting and opposing. At the March Board Meeting, a working group was established to review all the information and present a recommendation to the May Board Meeting.

The working party's response was that overall there was little appetite from the membership to go forward with the flattened structure. As a result, the Board determined not to proceed with this matter. The Board though did determine that there were aspects within the restructure that should continue being discussed and that there was potential to review the member categories – particularly to make the Full Member category more attractive and visible and differentiated from the CPE category. Overall the Board determined that it should focus on providing a better service to the community, including members, rather than looking at the forms of membership.

There were of course many other discussions and actions during the period, the highlights including:

- Invitation for a Student/Early Career HFESA Member to attend Board meetings as an observer, this has proved exceptionally beneficial and will continue into 2017/18.
- A restructure of the Society's Honours and Awards to recognise some of our great female alumni and members, including Barbara McPhee and Margaret Bullock.
- Two highly successful conferences – 52nd Annual HFESA Conference in Wollongong (Sustainable Ergonomics) and 29th Annual OzCHI Conference in Brisbane (Human-Nature)
- Continued focus on financial stability, with increased financial transparency.
- Continued engagement with fellow professional societies, including the Human Factors and Ergonomics Society of New Zealand, the Chartered Institute of Ergonomics and Human Factors (UK) and the Australian Safety and Health Professional Associations.
- Participation in the "Future of Work for Health and Safety Professionals" survey, which was completed by 732 OHS professionals, including 122 from the HFESA.
- Submission of Barbara McPhee's nomination for IEA Fellow, which was subsequently successful and awarded at IEA2018.
- Final closure of the IEA2015 accounts, allowing the Board to reflect on the great success of the conference and to acknowledge the tremendous effort of the Organising Committee in producing a high quality 19th Triennial IEA Congress, and to their dedication over the many years from bidding to closure. In particular, we acknowledge Christine Marks the Convenor from start to finish, a marathon effort.

The current Board is very committed to the aims and goals of the Society and held extremely productive strategy days in November and May.

I would like to thank all the Directors, Committee members and the general membership for their dedication to the Society. It takes a large team of people to create a vibrant society.

Finally, I would like to recognise the tireless effort and extreme professionalism of our Secretariat, Charlie Bullis. The Board was extremely reluctant to accept her resignation effective as of the 29th June 2018 but wish her the best for her new endeavours.

Margaret Cook PhD

President



General Secretary's Report July 2017 – June 2018

Membership

As of 30 June 2018, the Society had approximately 540 members across all categories. At the same time last year 575 were current members. See Table 1 for full details.

Membership continues to decline across all categories, with the exception of CPEs which have increased by three this year. Membership recruitment and retention is the most critical issue facing the Society at this time and strategies are in progress to attempt arresting this trend. In the past five years since 2013, we have had a 20 percent reduction in Members, and the number of Affiliates has halved. There has also been a dramatic decrease in the Corporate membership, with a tenfold decrease, likely due to the downturn in the resources sector and general business pressures. Regional differences in membership numbers are shown in Table 2.

We have had 50 new members since July 2017 across the following categories Affiliates: 19, Corporate individuals: 1, Students: 14, Full Members: 16.

Retention and recruitment strategy

The Board have identified a number of areas for activity aimed at improving recruitment and retention and are working on strategies to progress these. Specific activities include:

- Develop and administer an annual survey on the state of the profession
- Trademarking CPE and CPE logo
- Establishing partnerships with universities to allow member access to libraries
- Promote CPEs to the Green Business Council of Australia
- Develop a certification category for Certified Usability Experience Professionals (CUXP)
- Develop a strategy to implement CPD for all levels of membership
- Develop a new member webinar
- Developing a program of University ambassadors to target university students undertaking human factors and ergonomics related study programs

Table 1

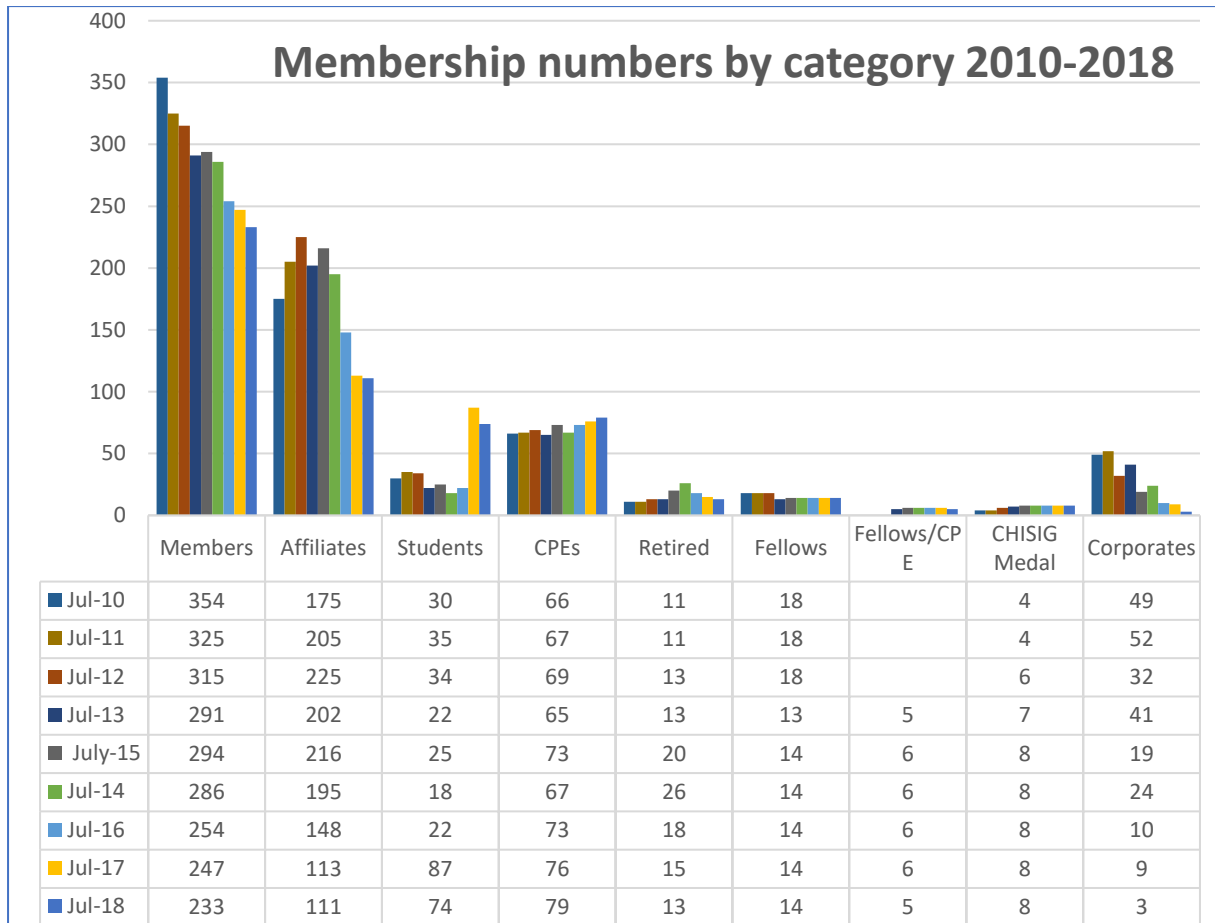
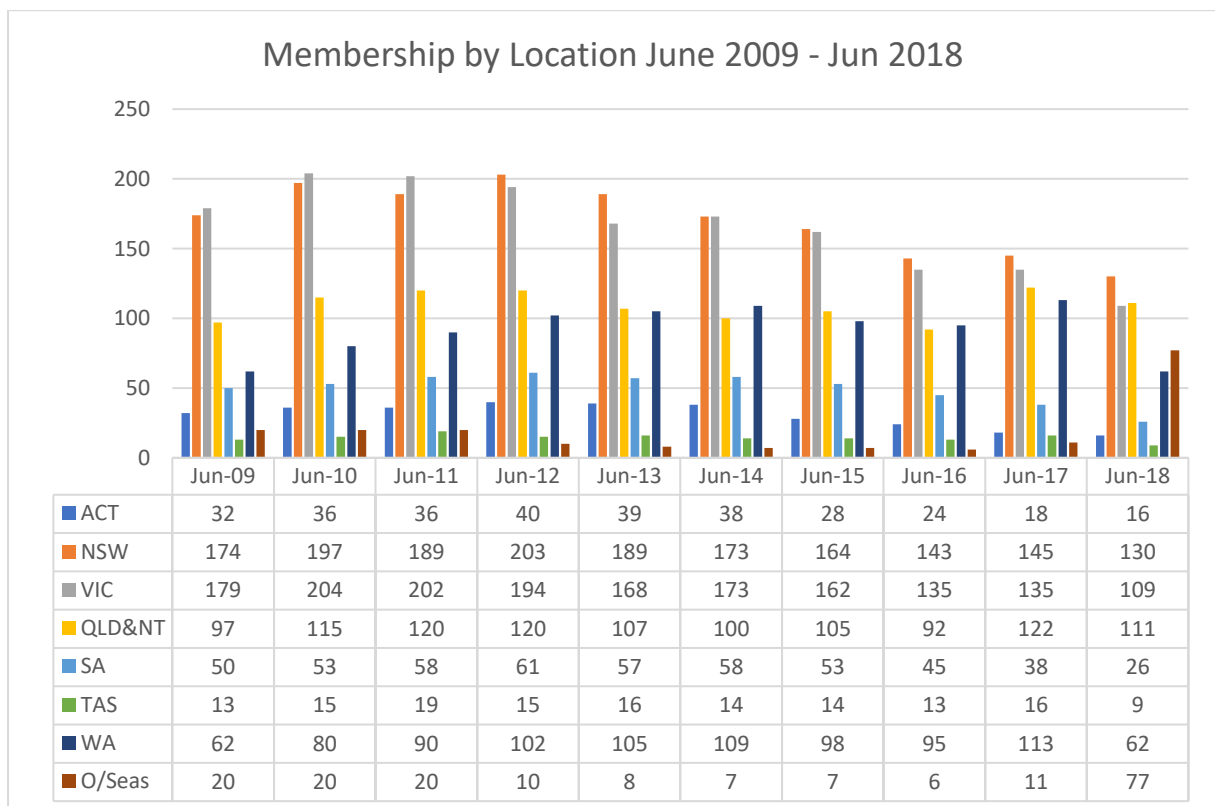


Table 2



Membership structure review

Consultation was undertaken with the membership to examine the proposal of flattening the membership structure by merging the current categories of Affiliate and Member and retaining the CPE member. The HFESA Blog enabled conversation with members, indicating reflecting mixed views. An open forum on the issue was held following the AGM in November and revealed divergent opinions within the membership. The two most prominent concerns raised were a perception that the skills and experience of current members would be downgraded; and that there would be a net loss of members and therefore serious budget implications. At the May meeting, the Board decided not to proceed with the membership structure review at this time.

Professional development courses

Branches and SIGs have continued to hold local professional development events throughout the year. Notable PD events that attracted a wider national audience included:

- TRANSIG WhoDunnit Journal Club series from July to December 2017
- TRANSIG half day seminar *Human Factors in Connected and Automated Vehicles: Current Research and Future Challenges* hosted by Transport NSW Asset Standards Authority 28 February 2018, and
- A series of webinars organised by DESIGN-SIG on use of the WEAR anthropometry database in May and June 2018.

Industry and community engagement

The Society is focusing more on being outward looking and seeking to engage more broadly with industry and the community, including the media. To achieve this, a series of position papers are being developed under the stewardship of Stephen Hehir in his role as PAB Chair. A position paper on Sedentary Work has already been released and additional topics to be developed include agile work systems, work design, wearable technology and working in the gig economy.

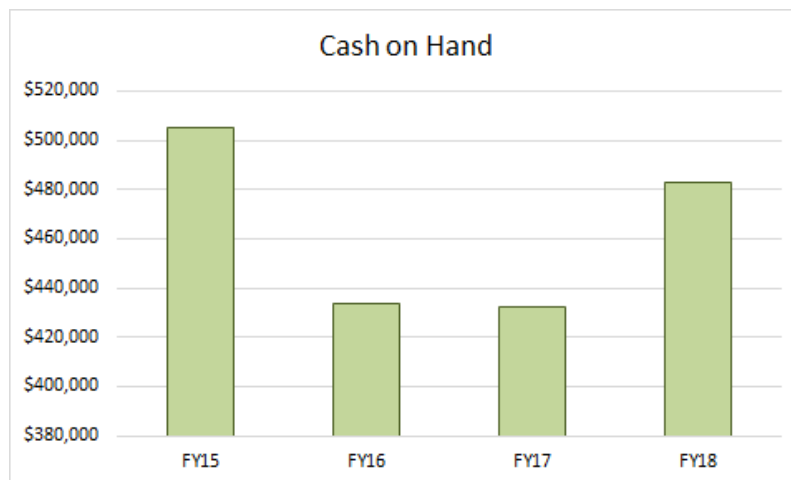
The Society also made a submission to public comment on the standard *AS/NZS4442 Office Desks* in October 2017. This work was coordinated by the ACT Branch and canvassed contributions from NSW and ACT members.

Dr Valerie O’Keeffe
General Secretary



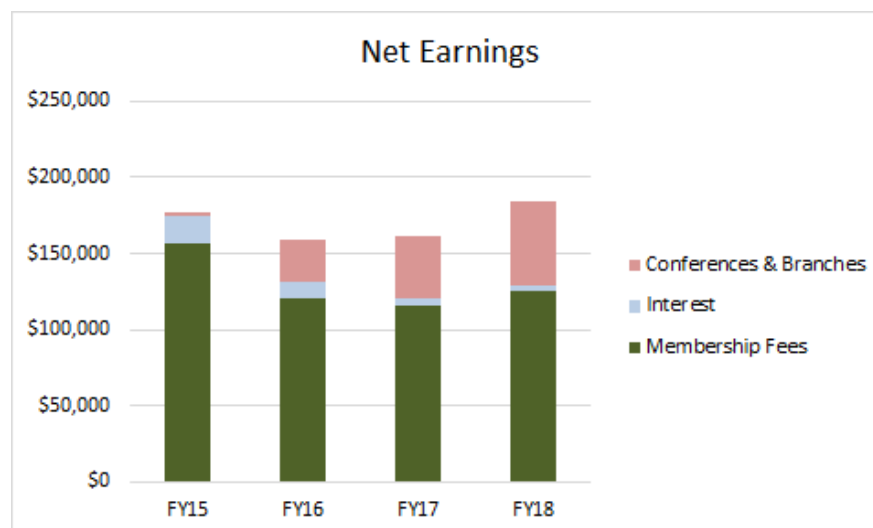
Treasurer's Report July 2017 – June 2018

The cash position at the end of the 2018 financial year (FY18) improved to \$482,000 from the end of the previous year.



Net Earnings

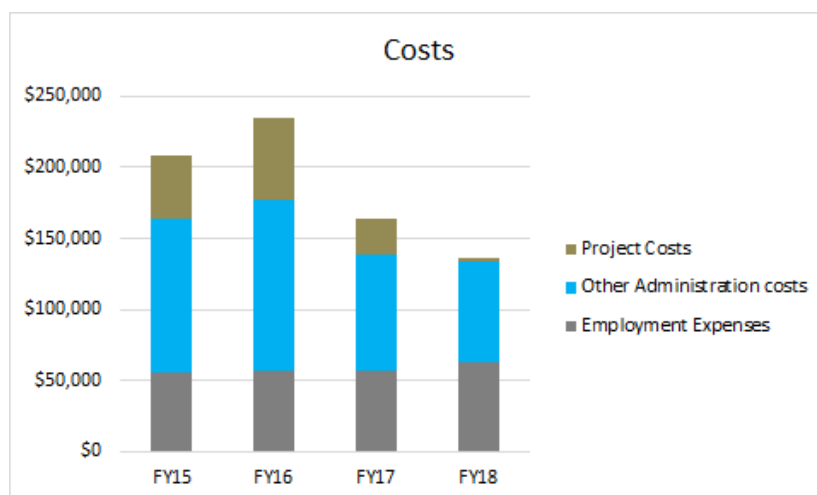
Net Earnings for FY18 increased from the preceding year with membership revenue increasing by 8% to \$124k and conferences & branches increasing by 35% to \$55k. The HFESA national conferences for the period of the financial year showed a profit of \$36k. Invoices still to be paid in the following period may impact on this amount. The OzChi conference had a profit of \$14k and the branches showed a profit of \$4k.



Costs

Net costs of \$136k were \$28k or 17% lower than the previous year, with costs decreasing for:

- website development and management down by \$25k,
- bank fees down by \$5k, and
- other costs increased by \$2k



Comments

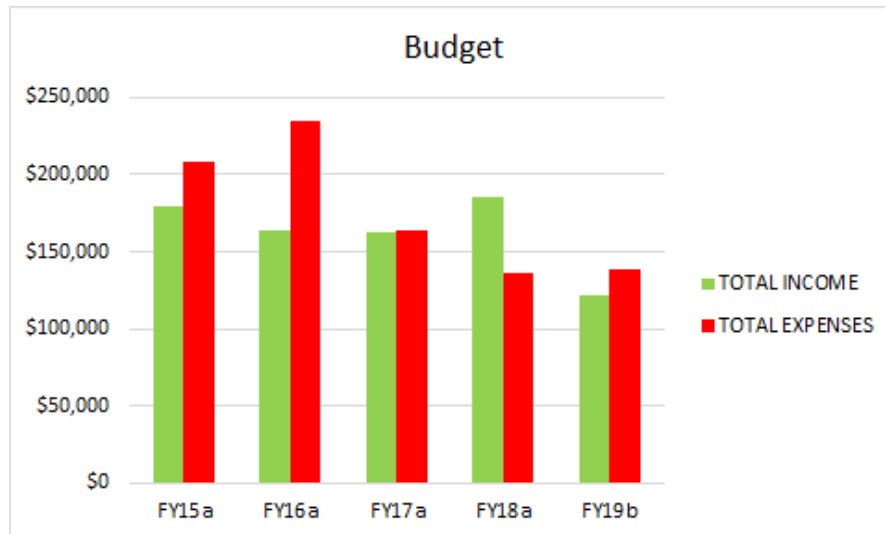
The Board this year focused on managing costs within the budgeted earnings and worked to retain and grow membership.

The increase in membership revenue for this financial year may be a result of the increased impetus to renew before the EOFY.

FY19 Budget

The FY19 budget was approved by the Board at the May meeting. The budget conservatively assumed membership fees remain at the level seen in FY18 and that operational expenses are to be covered by membership dues and interest earned, while all professional development activities, including the annual conferences and branch activities are cost neutral.

Cash in excess of operational requirements should be rolled into interest bearing accounts to generate additional interest during the current financial year.



Thanks

Thanks need to be noted to the following:

- Jai Secker who has recently joined us and manages all the day to day financial affairs
- Louise Whitby for her ongoing efforts in assisting with our financial operations
- Phillip Miller from Vincents Audit Pty Ltd
- Michael Johnson from RAW Chartered Accountants

Suzanne Johnson
Treasurer



International Ergonomics Association (IEA) Report July 2017 – June 2018

IEA Council

Representatives from all of the IEA member societies form the IEA Council. There are sixty-one member societies at present. The number of representatives is determined by the size of the membership of each society. The HFESA has two representatives, who are currently Christine Aickin and Jodi Oakman.

The Council meets annually at different locations in conjunction with a conference of one of the member societies. In 2017 this was on the 2nd - 3rd August, following the annual Human Factors and Ergonomics Society of Singapore, in Singapore and before the XXI World Congress on Safety and Health also in Singapore.

The Council has an Executive Committee, of which three members (President; Vice President and Secretary General; Vice President and Treasurer) are elected by Council for a period of three years, from one triennial Congress to the next. The Executive team elected in August 2016 is: President - Yushi Fujita, of the Japanese Ergonomics Society (JES), Vice President and Secretary General – Kathleen Mosier of the Human Factors and Ergonomics Society (HFES) and Vice President and Treasurer – Jose Orlando Gomes of the Brazilian Ergonomics Society (BES). They will stand down at the IEA Council meeting in 2018.

The executive have also invited various people to fill the other positions within the Executive Committee, as follows:

1. Eric Ming-yang Wang, *Past President, Awards Committee Chair*
2. Michelle Robertson, *Communications and Public Relations Standing Committee Chair*
3. Andrew Todd, *International Development Committee Chair*
4. Frederick Tey, *Professional Standard and Education Committee Chair*
5. Thomas Alexander, *Science, Technology and Practice Committee Chair*
6. Margaret Graf, *Director*
7. Ernst Koningsveld, *Historian (ex officio)*
8. Takashi Kawai, *ICT Director*

In addition, the convenor of the forthcoming Congress is an ex officio member of the Executive Committee, so for the next triennium this position will be hosted by the Italian Society of Ergonomics and Human Factors (SIE) Sara Albolino as convenor of the 2018 Congress. The 2018 Congress will be held in Florence www.iea2018.org and the theme is *creativity in practice on 26-30 August 2018*. The 2021 Congress will be held in Canada and the venue is yet to be announced.

Summary of Activities of the IEA Council 2017-2018

1. The President, Yushi Fujita, is working on a number of fronts, including being the international face of the Association and improving the infrastructure of the IEA. He has a three year plan of engagement with stakeholders including companies, government, universities, labour organisations and health organisations. Further a new ad hoc technical committee entitled *Disruptive Technology* has been set up chaired by Thomas Alexander along with another ad hoc committee on the *Future of Human Factors and Ergonomics* led by Sarah Sharples past president of the CIEHF of the UK. Work has begun on a *Future of Work Task Force* led by Juan Carlos Hiba of Argentina. Yushi Fujita is also encouraging the expansion and development of networks of Human Factors and Ergonomics societies. At present there is the Federation of Ergonomics European Societies (FEES), United Latin American Ergonomic Societies (ULAERGO), South East Asian Network of Ergonomic Societies (SEANES), the African network ErgoAfrica, an Oceania group including possibly also the Middle East, which ran the Asian Conference of Ergonomics in Design (ACED) in Japan in 2017. Additionally there is also an international network of countries including Brazil, Russia, India, China and South Africa known as BRICS. These groups are or are to be linked by MOUs and can also connect with affiliated IEA societies, societies of related disciplines and research groups etc. The President also sees the IEA as becoming a centre of cutting edge information for HFE sciences through the technical committees.
2. From an administrative perspective the IEA is registered in Geneva in Switzerland and a part time secretariat, Lynn Strother, was trialled successfully in 2017. With regards to funds the IEA, which is financed by federated membership capitation fees, profit from the IEA triennial congresses and donations, made a profit (about US\$3,392) in the FY 2017. The highest expenditures were for outreach activities and the office in the US along with the website. Of note is that the seed money for the IEA Congress 2015 was repaid. The auditors of the finances this year were David Caple and Christine Aickin.
3. The IEA Liberty Mutual Award for 2016 was awarded to Stephen Bao and colleagues for their article: "Relationships between job organisational factors, biomechanical and psychosocial exposures" - Stephen S. Bao, Jay M. Kapellusch, Andrew S. Merryweather, Mathew S. Thiese, Arun Garg, Kurt T. Hegmann & Barbara A. Silverstein, *Ergonomics*, 2016;59(2):179-94. Although the Liberty Mutual Research Institute closed its doors in mid 2017, Liberty Mutual will continue to financially support this award.
4. Additionally, this year 7 Federated Society members were approved for the IEA Fellow Award including:
 - Kazuo Aoki – JES (Japan)
 - Veikko Louhevaara – Finnish Society
 - Martti Launis – Finnish Society
 - Knut Inge Fostervold – Nordic Society
 - Richard Wells – ACE (Canada)
 - Nancy Cooke – HFES (USA)
 - David Rempel – HFES (USA)
5. Finally, the IEA committees are active as follows. Refer to www.iea.cc for further information:
 - a. International Development - promoting, coordinating, and implementing ergonomic activities in industrially developing countries by supporting local and regional initiatives concerning research, development, training, and conferences.
 - b. Communications and Public Relations – Christine Marks represents HFESA on this committee which is looking at promoting Global Ergonomics Month.

- c. Professional Standards and Education Committee – Stephen Hehir representing the HFESA is now involved regarding professional certification. This group has been looking at the professional certification processes across IEA and is now reviewing the IEA core competencies. Consideration is being given to also allow ergonomists to be specialists as well as generalists. A list of HFE courses in each country which is a federated member is being compiled.
 - d. Science, Technology and Practice - there are 27 committees and Jennifer Long of the HFESA chairs the Visual Ergonomics technical committee, Daisy Veitch co-chairs the Anthropometry technical committee, Gunther Paul chairs the Human Simulation and Virtual Environments technical committee, Robyn Burgess-Limerick co-chairs the Mining technical committee, Richard Bowman chairs Slips, Trips and Falls technical committee and Dave Moore of HFESNZ chairs the Agriculture technical committee.
 - e. Information and Communication Technology Ad hoc committee – supporting the IEA website.
6. The meeting in 2018 will be held in Florence on August 24th and 25th August and at this meeting the new IEA President will be elected. Jodi Oakman and Christine Aickin will attend this meeting representing the HFESA.

Christine Aickin

Jodi Oakman

IEA Council members



Professional Affairs Board Report July 2017 – June 2018

There are currently 82 Certified Professional Ergonomists (CPE) including 78 CPEs and 4 Fellow/CPEs. There were 82 CPEs this time last year. There have been 2 CPE resignations including a retirement since last year, and 1 CPE remains on maternity leave. There were 3 applications submitted for CPE certification in FY18, all of which were successful. At the time of writing this report there are two applicants progressing. No applicants have been referred for mentoring.

Maintenance of Certification (MOC)

Maintenance of Certification was required again this year for 18 CPEs with submissions due in early November 2018. There is a hard cut-off date in January 2019 where recertification will not be granted if no contact or submission has been made.

Of the 2017 submissions for re-certification 6 CPEs were audited by the MOC sub-committee. All re-certification applications submitted appropriately were successful.

Note: To avoid contact and advice issues, CPEs must ensure their correct contact details are on the website – this is the responsibility of the CPE. A hard cut-off date was instituted for MOC submissions from March 2017. Incorrect contact details may delay communications and consequently result in loss of certification.

Helen Moody

Maintenance of Certification Sub-committee Chair

Mentoring

There have been no referrals for mentoring by the PAB. There have been no requests for mentoring.

There are no other significant issues to report.

Stephen Hehir

PAB Chair



2017 Conference Report

Conference title	HFESA 2017
Conference theme	Sustainable Ergonomics
Dates	26 – 29 November 2017
Location	University of Wollongong, Wollongong, NSW
Hosting Society	Human Factors and Ergonomics Society of Australia Inc.
Participating countries	Australia, South Africa, Japan, Scandinavia, Europe.
Number of Delegates	135
Keynote speakers	Professor Andrew Thatcher; Professor Jeffrey Braithwaite, Professor Helen Hasan;
Other VIPs	Stephen Ward, Cumming Memorial Lecture; Prof Glen Salkeld, Welcome address
Seminars/Workshops	<p>Workshops:</p> <p>Robyn Clay-Williams: Using Functional Resonance Analysis method (FRAM) to improve work process design.</p> <p>Andrew Wright: Usability testing for ergonomists: How to conduct a usability test.</p> <p>Wendy Elford: HFE practice for the 21st century: designing a sustainable career.</p> <p>Steve Ward: Technical drawing- learning the language of design.</p> <p>Robyn Coman: Whole Body mapping: potential uses for qualitative methods in HFE.</p> <p>Alison Bell: Accessing the evidence: tips and tricks for free access literature searching.</p> <p>Rodney Powell: The elephants in the room: “Addressing “non – acute risk MSD” manual task risks.</p>

Highlights and notable achievements:

1. Breadth and quality of presentations across all areas of ergonomics.
2. Keynote presenters discussed different aspects of the 'sustainable ergonomics', with a common theme and a natural flow between the three keynotes.
3. Site visit to Sustainable House was excellent and set the tone for the remainder of the conference.
4. Workshops provided participants with a hands-on experience, were not simply lecture style sessions.
5. Program was "slowed down" to allow discussion and reflection during oral presentations. i.e 20 minutes presentation followed by 10 minutes of discussion.
6. Social program showcased the local coastal strip.
7. Twitter #HFESA2017 is a living record of the conference.
8. Logo and theme set the look and feel of the conference and assisted in marketing the local identity.
9. The location, grounds and assistance of our Gold sponsor, University of Wollongong, was invaluable.

Overall self-evaluation

The committee feel the conference was an "overall success". This conference was the first HFESA conference to utilise video technology to bring a keynote to the audience.

Future plan Communicate with the next national conference committee to share learnings and contacts.



HFESA Presidents: past and present @HFESA 2017 Gala Dinner

Back L-R Christine Aitken, Margaret Cook (Current HFESA President), Mike Reagan,
Front L-R Barbara McPhee, Jenny Long, Rodney Powell, David Caple.



Enjoying pre-dinner drinks at the conference dinner, Lagoon restaurant, North Wollongong, NSW, Australia R to L: Carlo Caponecchia (Scientific Convenor) Dr Robyn Coman (Conference Co-Convenor) Melissa Baysari (Scientific Convenor)

Name of persons who provided the above information: Katrina James, Alison Bell, Carlo Caponecchia, Melissa Baysari, Robyn Coman, Sharon Todd, Andrew Wright.

Robyn Coman

Sharon Todd

Conference Co-conveners



Healthcare Ergonomics SIG Report July 2017 – June 2018

Committee There were six members of the SIG in 2017/18: Melissa Baysari (Chair), Louise Whitby (NSW), Robyn Coman (NSW), Vee Lyn Tan (VIC), Valerie O'Keeffe (SA) and Brooke Dench (QLD).

SIG Meeting Face-to-face meeting was held at the HFESA annual conference, 2017

Key initiatives

A Human Factors resource for health professionals and health services staff

This is a joint initiative of HealthSIG, the Clinical Excellence Commission (CEC) and the Australian Institute of Health Innovation. The aim of this project is to increase HF awareness and capability among health professionals and health service staff.

On Thursday, 29 June 2017, a workshop entitled “A Human Factors resource for health professionals and health services staff” was hosted at the CEC. The purpose of the workshop was to discuss the development of Human Factors and Ergonomics (HFE) resources for health professionals and health service staff. Thirteen individuals participated in the workshop. There was a broad mix of people with experience in Ergonomics, Human Factors, aviation, Health IT, research and clinical practice in attendance.

A summary of the topics and perspectives discussed in the workshop was prepared and distributed more broadly for additional feedback. Post-workshop feedback was received from 16 individuals. This feedback was summarised and reviewed by the resource editors (Melissa Baysari, HealthSIG; Thomas Loveday, CEC, Robyn Clay-Williams, AIHI). A consensus document was then prepared that outlines the proposed audience, purpose, form, and content areas for the resources. This consensus document was reviewed by six clinical stakeholders to ensure relevant for our target audience. Their feedback was incorporated into an updated plan.

Following a call for volunteers to develop content, 22 people prepared draft chapters for the HF resource. These drafts were reviewed by the editorial team and feedback was provided to authors. Authors are in the process of revising and resubmitting chapters for the resource. A full draft of the resource is expected late 2018.

Submitted by:
Melissa Baysari
Chair, Healthcare Ergonomics SIG
3 October 2018



Early Career and Student Special Interest Group (ECS SIG) July 2017 – June 2018

Overview

The following provides an overview of activities undertaken by the Early Career and Student Special Interest Group during the year spanning July 2017 – June 2018. The SIG was formed in January 2015 after the need for specific support for this sector of the HFE community was identified at the 2014 HFESA conference in Adelaide. The SIG originally aimed to meet student needs (and encourage students to integrate within the broader activities of the Society). However, it was identified at the 2015 IEA Congress that many HFE professionals in the early stages of their working lives have similar needs. Therefore, the remit of the SIG was extended to include both student and early career individuals within the Australian HFE community.

Committee

The year spanning July 2017 – June 2018 saw a change in the ECS SIG committee. In the original committee, the Chair role was not appointed and responsibility for the running of the SIG was shared across the committee members. Members of the original committee include:
Lily Hirsch – Cofounder
Katie Buckley – Cofounder
Amy Chung – Cofounder
Amelia McCabe (née Purvis)

The SIG would like to take this opportunity to acknowledge the contributions of the original ECS SIG committee.

Since the 2017 HFESA conference in Wollongong, a new ECS SIG committee was formed. The need for a clear leadership role in the new committee was identified, and the role of Chair was appointed. Members of the new committee include:

- Amy Chung (Chair)
- Kirsty Angerer
- Olivia Yu
- Dane Casserly
- Hannah Morgan
- So Young Lee

Kirsty Angerer was part of the committee prior to moving back to the UK in early 2018.

Professional Developments Events

A new ECS SIG initiative was implemented since May 2018 to connect experienced HFE professionals with early career professionals and students. This purpose of this initiative is:

- To facilitate connections between different groups of HFE people.

- To encourage personal and professional growth.
- To establish collaboration and mentoring opportunities.
- To grow the HFE profession and HFESA membership.

The initiative involves holding regular meet-ups across the major cities in Australia based on the location of ECS SIG committee members. The objective is to cover each major Australian city that has an HFESA Board representation (NSW, QLD, SA, WA, VIC, and ACT). As of June 2018, the ECS SIG committee covered the following cities:

- Sydney, NSW: Amy Chung
- Brisbane, QLD: Olivia Yu and Hannah Morgan
- Perth, WA: Dane Casserly
- Adelaide, SA: So Young Lee

There are plans to expand geographic coverage through the recruitment of additional committee members from Melbourne and Canberra.

The format of the meet up was first trialled in Sydney and will be adapted to each location. These events were in the form of after-work drinks at a pub/bar in the Sydney CBD. Events held up to June 2018 were as follows:

Event City	Date	Location	# Attendees
Sydney	2018.05.18	Strawberry Hills Hotel, Surry Hills	7
Sydney	2018.06.22	Li'l Darlin, Surry Hills	10

The format of future events may be a mix of after-work drinks and presentations by guest speakers, with provision for non-local HFE people to join for the presentation portion of the event through video conferencing facilities.

SIG Membership

As of June 2018, there were 28 members in the SIG. ECS SIG continues to develop awareness of the SIG through formal and informal avenues. These avenues have resulted in continued recruitment of members. It is anticipated that the recruitment of members will continue to grow as the SIG becomes more engaged with the specific needs of current and potential members.

The SIG continues to promote membership opportunities via the HFESA newsletter, state level networking, current HFESA members, social media presence, as well as monthly local meet-ups hosted by committee members across Australia.

The SIG is currently being advised of new members via the HFESA Secretariat. Further, current and potential SIG members can engage with the SIG through the social media presence (see *Social Media*).

It is intended that continued recruitment of members will be conducted via the ongoing development the SIGs social media presence, facilitation of future events (with possible state-based or virtual options being explored), and ongoing communication within the Society.

The initiative to make full-time student membership free from 1st July 2016 has encouraged membership and participation in SIG activities. The SIG would like to acknowledge the HFESA Executive for implementing this initiative.

SIG Social Media Presence

Given the demographic of the SIG, social media presence of ECS SIG is focused on the needs and interests of our members. This is loosely based on the social media presence of students and early career members interest groups within CIEHF and HFES. The ECS SIG Facebook group (currently maintained by ECS SIG Chair) provides a virtual space for current and potential SIG members and supporters to interact. The number of members on the Facebook group has grown steadily over the past year.

The strategy for social media development for ECS SIG is so that the establishment of social media avenues both meets the needs of SIG members and is sustainable for the SIG committee to maintain. It is expected that in the next 12 months, a LinkedIn group will be established to provide an additional method to connect ECS SIG members and supporters.

Amy Chung

ECS SIG Chair



TranSIG Report July 2017 – June 2018

TranSIG's journal club has continued to prove to be an excellent meeting ground for the SIG to continue community engagement. This has been the main avenue for TranSIG expenses. Continuing from 2017, it has been hosted on the Zoom platform, courtesy of Central Queensland University.

There was no expenditure in Financial Year from 1 July 2017 - 30 June 2018.

July to December 2017 saw the start of our exciting '**Whodunit**' journal club series comprising four meetings. The series looked at contemporary accidents and mishaps in a variety of transport modes to determine who or what is actually contributing to what happens. Meetings took place as follows:



'Whodunit' journal club series. "Surely it was Mr Human not Miss Design? Or perhaps it was Prof Procedures or Colonel Culture? Surely not Mrs Integration?! She seems so nice..."

During the HFESA 2017 conference in November, which was held at the University of Wollongong, we hosted a TranSIG meeting with 6 attendees to discuss plans for 2018 and succession planning. We are still struggling with attracting new individuals to replace the current Chairs.

On 28th February 2018 we held a half day seminar in Sydney on “*Human Factors in Connected and Automated Vehicles: Current Research and Future Challenges*”. The session was hosted at Transport for NSW’s, Asset Standards Authority offices in Chatswood. The session included:

- Adjunct Professor Mike Regan, ARRB
Human Factors challenges and opportunities in the design and deployment of connected and automated vehicles
- Dr Prasannah Prabhakaran, rCITI UNSW
Understanding the impact of CAVs on behaviour and interactions.
- Dr Anna Chevalier, ARRB
Road Safety Evaluations of Connected Vehicles, Automated Vehicles and In-Vehicle Technology Trials
- Professor Ann Williamson, TARS, UNSW
Where do we put usability and safety in the transition to connected and automated vehicles,
- Q&A Panel session

Over 60 people attended, some were HFESA members but the majority were from TfNSW or RMS. The event created much discussion and interesting questions.

We were interested in recording the session however due to grant conditions and IP not all the speakers were able to consent. The slides from 3 of the presentations were made available to the membership.

We have been holding an annual academic presentation like this for the last four years on a number of transport topics. We see these events as showcasing HF research to members and to people who influence transport design, policy and delivery. We thank ASA, TfNSW for their continuing to support of these events.

In early-2018 we planned our second '**Whodunit**' journal club series, comprising five journal club meetings for the rest of the year. We will also use the Zoom platform, courtesy of Central Queensland University, to encourage people to meet up and participate face-to-face within their respective States, with video conferencing to connect the groups.

Ongoing Action items:

Our ongoing action item is invariably succession planning. We are struggling to find new Chairs to take over and continuing to chair in the interim to maintain our momentum.

TranSIG wishes to continue as a SIG next year.

Anjum Naweed and Airdrie Long

TranSIG Chairs

6th October 2018



ACT Branch Report July 2017 – June 2018

Committee

ACT Chair:	Lizzy Smith
Board Representative:	Wendy Elford
Secretary:	Elaine Beale
Treasurer:	Ele Weber (changed to Paula Bird, then Lenore Gunning)
PD:	Committee (Shared effort)
Committee members:	Lenore Gunning, Peter Manley, Ele Weber, Aileen Conroy

Professional Developments events

Seminars /professional development activities

- 6 June17 Lenore Gunning Usability – Usability – What is the risk of poor design?
- 3 Nov17 Lee Sarandopoulos talk - the long working life
- 9 Oct17 Discussion on draft AS/NZS for office desks

We attempted to organise a joint seminar with SIA local ACT members but this did not eventuate.

Journal Club

- 19 Oct Journal club - remote workers

Unfortunately, we had to cancel a Usability Journal Club this year due to lack of interest.

Outreach Activities

1. No site visits this year.
2. 5 Nov17 CIT Design award (graduate interior design integrating HFE and WHS) - presentation to Madison Bauer.
3. CIT design students talk August18.
4. Meeting with Cardiff Collective (fashion design enterprise).

Membership

Our profile: 12 Members (compared to 20 in the previous year).



NSW Report July 2017 – June 2018

Committee

Committee members included Sharon Todd (Chair), Andrew Wright, Jane Imrie, David Smith, Claire Folland, Katrina James and Ozlem Dalkic.

Kirsty Angerer resigned from the committee in December 2017 when she returned to the UK and we are very sorry to see her go - but thanks go to Kirsty for initiating the first event for the year which was a design event was born as a result of her input.

Professional Developments events

We are proud of our achievements this year and trust that we can fine-tune these events in 2019 to continue with worthy events.

Our PD events for the past year were:

Design Night - 21st March 2018 –

Egg / Creative night at the Dove and Olive

Presented by Stephen Ward, this featured design related content, and was a fun, stimulating, competitive, and in fact hilarious night in which groups had to create a capsule to protect an egg, dropped from a height of about 3m.

We will look to do another version of this event, with a different theme next year.

We switched our base meeting location to Harpoon Harry's in April. The Dove and Olive has been the venue for many a great PD evening, but there were some ongoing technical issues with the equipment for presentations and at times the noise and smoking from revellers intruded. Harpoon Harry's is proving satisfactory to date.

16/05/18

Ergo's Big Night out 'Smart Shoe Research, presented by UOW PhD Candidate, Alexandra Giraldo . Venue. Harpoon Harry's

16/06/18

Forestry site visit. The group of 10 or so who attended reported an engaging onsite visit to a plantation and harvesting facility on the Southern Tablelands

04/07/18

'Ergo Big Night Out'

Speaker: Claire Folland re Use of 'WEAR' Anthropometry software.

Venue: Harpoon Harry's.

01/08/2018

'Ergo Big Night Out'

Venue: Harpoon

Harry's

03/10/18.

AGM

Our guest speaker for the evening is to be Ingrid Wolfsberger, the Network Simulation Co Lead at the Sydney Children's Hospitals Network.

Ingrid will be speaking about Paediatric Simulation: Safety, Risk and Quality Improvements

24/10/18

Writing Seminar. With Vivien Begg. ½ day

workshop. Venue: Masonic centre (TBC)

Cost: \$195 per person

9.30 am start with morning tea. Session – 10 – 12. Lunch 12 – 1.00pm. Session – 1 – 3pm.

Max: 20 people.

07/12/18

'Ergo Big Night Out'/ Christmas drinks

20/02.2019 (TBC)

Speaker: Sustainable Building. Pratik Shah, WT consultancy wellness and sustainability manager. Venue: Harpoon Harrys

22-23/5/2019

<https://www.safetyscape.com.au/about>)

The SIA, through their SafetyScape brand (<https://www.safetyscape.com.au/about>), are running their national conference in Sydney next year, and have invited the HFESA to participate. NSW committee plans to organise a possible HFESA afternoon stream.

A survey has been drafted to be sent to all HFESA members nationally to determine who may be interested in contributing to the HFESA stream at this event.

Membership

We have tried to actively link with other specialty Human Factors groups during the last few months of this year in order to broaden our knowledge and increase our membership. This has not been successful at this stage however we will endeavour to liaise with these groups in the hope of coordinating PD events where possible.

The membership total across NSW is contained in the table below. There has been a reduction of 12 active members in the last year. Membership retention is a matter of great concern. The NSW Committee has launched some new initiatives in the hope that we may be able to boost the profile of the Society.

Membership Numbers for NSW, Including Overdue			
Month	Current / (Previous)	Overdue	Totals
As of 3/10/2018	102 (114)	29 (42)	128(156)



Queensland Branch Report July 2017 – June 2018

The 2017 Branch AGM was held 11 October 2017 at the Coffee Club, 209 Boundary St, West End. Eight members attended and there were four apologies. This was followed by a social event.

Elected Committee Members:

Chair:	Michelle Low
Secretary:	Role to be shared and rotated by committee members
Treasurer:	Lindsay Shorley
Board Representative:	Ann Morgan
PD Coordinator:	Role to be shared by committee members
Committee Members:	Adrienne Tracy, Danellie Lynas, Suzanne Johnson, Andrew Petersen and Roxanne Egeskov

The October AGM saw the resignation of Di West and Jenny Bates from the Queensland committee, both of whom have made significant contributions to the HFESA and Queensland Branch. Formal thanks was extended to both, as well as to the whole committee for their work.

The incoming committee otherwise comprised much the same faces as the outgoing, but with some shuffling of roles. The committee agreed that with ongoing lean resources, the best operational strategy was to share tasks as much as possible, given the lack of new members seeking to be involved with committee work.

Committee operations have predictably focused on planning and delivering quality, profitable (i.e. primarily avoiding a loss) Professional Development (PD) events, which have been organised via several face-to-face meetings and numerous emails and phone conversations.

Two members were awarded Certified Professional Ergonomist status - Lindsay Shorley and Leanne Loch, and their certificates were formally presented at the Breakfast PD event of 13 February.

There have been several new full members and a handful of new student members, all of whom have been contacted directly and welcomed to the Society.

Professional Development Events

The table below summarises PD opportunities organised by the Branch this financial year.

Notably, the vast majority of the committee's effort during the first half of 2018 was invested in planning and delivering a 'Knowledge Through Sharing' day in Brisbane on 1 August 2018 (details to be reported in 2018-19 annual report). However, 13 speakers were organised, there were close to 50 attendees (including speakers), a solid profit was generated, and feedback was unanimously positive. The committee was exceptionally proud of this event's success.

In relation to the below two events, the Clem 7 tunnel visit was free and the Return on Investment calculator event was co-funded by WHSQ. Both events generated good attendance and very positive feedback. Many thanks to committee members and speakers for delivering these events.

Date	Presenter	Topic
13 Dec 2017 Site visit	Brett Simpson	Clem 7 Tunnel Control Room, followed by Christmas drinks/social event
13 Feb Breakfast event	Olivia Yu	WHSQ Return on Investment Calculator workshop

The 2018 Branch AGM is scheduled for 12 September 2018 and has been promoted via HFESA Connect.

Michelle Low

Queensland HFESA Branch Chair



South Australian Branch Report July 2017 – June 2018

During 2017-2018, the South Australian Branch was led by the following office holders, elected at the AGM held on 2 November 2017:

Chairperson:	Ramona Ramamoorthy
Secretary:	Nicole Walters
Treasurer:	Paul Dewing
PD Coordinator:	Paul Dickinson
Board Director:	Ramona Ramamoorthy

General committee members:

Helen Moody, Heidi Turbill, Valerie O’Keeffe, Anjum Naweed, Silvia Pignata and So Young Lee.

Professional Development:

The following PD events were run by the SA Branch:

1 August 2017

Lighting Presentation (based on the lighting presentation by Dr Jennifer Long at the 2016 HFESA National Conference), presented by Heidi Turbill (HFESA SA).

26 October 2017

Hazardous Manual Tasks Workshop – a joint event by HFESA and SafeWork SA, presented collaboratively by HFESA SA members, Saody Lee, Paul Dickinson and Heidi Turbill.

8 November 2017

Resilience – an insight into building your work resilience, presented by Kathryn McEwen (Managing Director of Working with Resilience).

15 Feb 2018 Vibration in the Workplace – a joint event by HFESA and OTA, presented by Paul Dewing (HFESA SA).

26 June 2018 Powering Emergency Services into the Future, presented by Peter Pollnitz (SA Health).

Future: HFESA SA Branch continues to struggle to add to its membership, engage with its members and attract existing members to attend PD events. Most PD events although free, are attended mostly by committee members.

Ramona Ramamoorthy

SA Branch Chair



Victorian Branch Report July 2017 – June 2018

The committee members for the 2017/18 year are:

Branch Chair:	Wes Wilkinson
Board Representative:	Wes Wilkinson
PD Coordinator:	Steph Cassidy (Not elected but assisting with role)
Committee Members:	John Culvenor, Stephen Hehir, Steve Isam, Margaret Juhasz, Brendan Grimes, Rob Hanna, Vee-Lyn Tan

The Victorian HFESA Branch organised several professional development (PD) sessions and Knowledge Through Networking and Sharing 2017

- KTNS 2017 was rebadged to include networking in the title and reinvigorated by inviting key speakers on very current topics to ensure that the quality of the topics was elevated. It was held on the 13th September at Australia Post's conference centre at 11 Bourke Street Melbourne. The involvement of 3 major sponsors meant that the invited speakers could attend from interstate with their accommodation and travel costs covered by the seminar. Whilst attendance was similar to the previous year it was a re-establishment year and was a very successful event returning a significant surplus, whilst achieving the goals of providing affordable, accessible, quality professional development for HFESA members (not just Victorian Members with some interstate registrants) and providing professional networking and information sharing opportunities. Committee meetings & social /professional networking evenings were intended to be held alternate months between PD sessions such that an event or meeting was held each month.

PD Sessions were as follows:

- Federation Square – A look behind the scenes at the human factors issues of running a high risk public space venue – 19 July 2017
- KTNS 2017 – 13 September– PD Seminar for HFESA members and others.
- Metrol- Melbourne Rail Control Centre – Thursday 14 December 2017 – PD site visit to appreciate the Human Factors Issues behind the design of the new Melbourne Rail Control Centre
- Vic Roads control centre visit scheduled for April postponed due to control centre re-fit. Date proposed later in 2018 when centre is available again to visit.
- Vic Branch: 4 short presentations - a Night out with the Vic ergo's – A PD session with four short presentations on current topics - Thursday 21st June 2018

In summary, the 2017-18 financial year was a year of consolidation with the committee working really well and a great professional development program providing accessible professional development for members. Vee Lyn Tan stood down from the committee due to moving interstate for work – we wish Vee Lyn well with her move.

The professional development program goals of the previous year were met with the 17/18 PD program and KTNS profile. The goals of working towards establishing our position as a peak body, networking with other societies, improving engagement with the membership are still being worked on with successful outcomes with dialogue with the Victorian Regulator, the Safety Institute and the Risk Management Institute of Australia. We have been actively working on communicating and engaging with our membership via social media and the universities with the help of Amy Chung (Student liaison – HFESA Board).

The Victoria committee is largely a group of active members who have consistently contributed to the operation of the Victorian Branch for many years whilst enjoying professional networking and socialising. A special thank you to each and every one of them for their efforts in 2017-18.

Wes Wilkinson
VIC Branch Chair



WA Branch Report July 2017 – June 2018

1. Committee Members

The WA Branch committee members were:

Branch Chair	Rod Powell
Treasurer/Secretary	Kath Jones Wendy Pietricola
WA Board Representative	Kath Jones
PD Coordinator	Sam Huf
Committee Members	Mel Allsopp Ari Antonovsky Marina Cicarelli Louise Coubrough Gisella Gmeinder

2. Memberships

The downturn in WA since the mining boom has drastically affected the number of WA members of HFESA, from 105 in 2014/15 to only 50 members in the last financial year. WA Branch members contacted individuals whose membership had expired in an attempt to retain numbers and it was noted that redundancies in the resources sector had resulted in some members choosing not to renew for financial reasons, change in careers or due to moving interstate. Attempts to attract new members with the introduction of informal networking nights have not impacted numbers as we had hoped, however WA Branch members continue to promote the benefits of becoming a HFESA member to graduate students in the Work Health and Safety program at the University of Western Australia and to Occupational Therapy students at Edith Cowan University.

3. Professional Developments events

Despite most committee members being involved in planning the upcoming conference, the WA Branch managed to offer four professional development sessions throughout the year, as well as two social events and journal clubs. The 17/18 PD events were free to attend for members, making use of the free venue at Curtin University. This year the WA Branch also trialed

informal pub meal get-togethers to encourage networking between members. While these events did not attract new members, the feedback was positive and indicated that the WA Branch would benefit from future member networking sessions.

Below is a summary of the PD activities offered in 2017/18;

Name of event	Date of event	Topic	Number of attendees
AGM & PD event: Dr Caroline reviewing evidence for work engagement interventions	10 Aug 2017	The role and effectiveness of interventions to increase work engagement in organisations	24
WorkSafe WA HFESA WA Journal Club	11 Dec 2017	The relationship between psychosocial stressors and WC claims for musculoskeletal injury	9
Meet the CPE	28 Feb 2018	A summary of how our most recent CPE in WA found the process of applying for CPE status	19
Manual Task Risk Assessment (Gary Dennis)	22 March 2018	Musculoskeletal Disorders, their Risk Assessment, and applying Ergoanalyst program	20
Pub meal get-together: participative ergonomics	5 April 2018	Maximising participation in participative ergonomics	7
New OSH Legislation in WA (SIA event open to MHFESA)	5 July 2018	Outcome of the Ministerial Advisory Panel for the new OSH Legislation	4 HFESA members of 95 attendees
Early Career & Student SIG: HFE Connect (Social event)	20 July 2018	Expanding networks and creating opportunities for collaboration and mentoring	5

4. Budget

All income and expenses related to Branch activities are handled by the National Secretariat. The table below summarises the income and expenditure for the Branch activities from 01/07/2017 to 30/06/2018 based on the figures provided by the Secretariat. Income and expenditure for the 2018 National Conference to be held in Perth is not included in this summary.

01/07/17 – 30/06/18 – WA Branch activities	
<i>Income Branch PD Events</i>	Excl GST
Technical meetings (non members' attendance fees)	\$ 0.00
Total	\$ 0.00
<i>Expenses PD Branch Events</i>	

Technical meetings / PD event expenses	\$131.77
WA Branch meeting expenses	\$ 0.00
Board meeting expenses	\$ 0.00
Total	\$131.77
Net profit/loss	\$131.77 -

Prepared by Kath Jones

WA Branch Board Representative