



# NEWSLETTER

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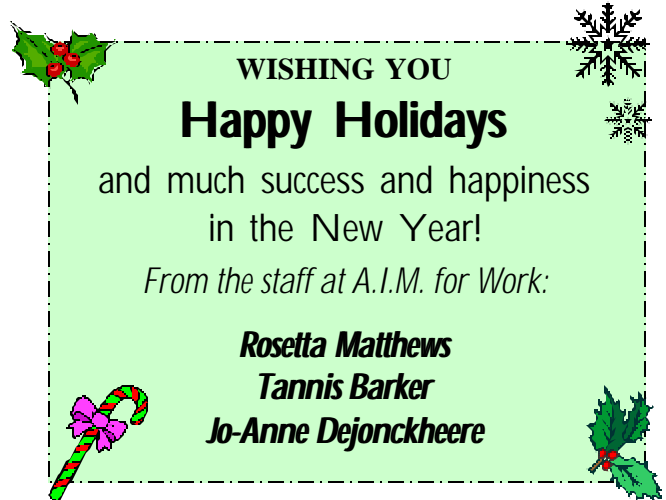
## What is ERGONOMICS?

Ergonomics, as defined by the Board of Certification for Professional Ergonomists (BCPE), “is a body of knowledge about human abilities, human limitations and characteristics that are relevant to design. Ergonomic design is the application of this body of knowledge to the design of tools, machines, systems, tasks, jobs, and environments for safe, comfortable and effective human use” (BCPE 1993). The term ‘ergonomics’ is derived from the Greek word ‘ergos’ meaning “work” and ‘nomos’ meaning “natural laws of” or “study of”.



Ergonomic placing of furniture and equipment is essential to our health. It is hoped that the company you are employed with would assist with any ergonomics devices that you may need.

If you have questions or concerns regarding ergonomics and your workplace, feel free to call us and we will be happy to answer your questions. ♦



## EDUCATION & TRAINING WEBSITES

Looking for a particular school? Or training course? Want to look at your educational options? Then check out these websites:

[www.canlearn.ca](http://www.canlearn.ca) – One stop resource to research learning & education opportunities, occupations, learning strategies, and financial planning to achieve your goal

[www.edu.gov.mb.ca/tce/edutrn/edutrn.html](http://www.edu.gov.mb.ca/tce/edutrn/edutrn.html) - Manitoba Education & Training website with general information on Post-Secondary Education, Universities & Colleges, Vocational Education, and Financial Assistance

[www.localcourses.com](http://www.localcourses.com) – A database of community-based courses, seminars, programs and other educational opportunities

[www.hrdc-drhc.gc.ca/common/learn.shtml](http://www.hrdc-drhc.gc.ca/common/learn.shtml) – “Links to opportunities for career and personal development through governments, school boards, private trainers, and other community agencies.” (HRDC)

*Don't say “should I?” or “can I?” Your possibilities are unlimited, so just say “I will!”*

## What is JOB ACCOMMODATION?

The Job Accommodation Network in Canada (JANCANA) describes job accommodation as “the use of one or more strategies to give an employee with a disability the advantage of the most effective tools and working conditions with which to carry out the responsibilities of their job.”

Many people with disabilities are employed in jobs that require no accommodations at all, while others need some preparations in order to make their best contribution to the success of their employer. The following is a list of examples of job accommodations:

- Provision of adaptive mechanical devices or electronic devices
- Redesign of equipment or work station
- Flexible work schedule
- Provision of ramps
- Structural changes
- Adaptive techniques – including physical as well as attitudinal willingness to change
- Sit / stand / move around accommodation
- Mobility accommodation
- TTY (Teletype Telephone)

Job accommodations are specific to the individual who requires them. We encourage employers and employees to contact us should you have any questions about accommodations in your current workplace. ♦

JANCANA is a service of:

Human Resources Development Canada (HRDC) [www.mb.hrdc-drhc.ca](http://www.mb.hrdc-drhc.ca) and the Canadian Council on Rehabilitation and Work (CCRW), [www.ccrw.org](http://www.ccrw.org)



## INTERNATIONAL DAY OF DISABLED PERSONS

International Day of Disabled Persons is part of a worldwide celebration that occurs on December 3 each year. The United Nations General Assembly originally declared it in 1992 and individuals and organizations are encouraged to celebrate the day in any way they can.

This event unites disability organizations, individuals with a disability, business, federal, provincial and local governments and the community. The day is a collaborative effort to celebrate and acknowledge the experience, abilities, achievements and expertise of people living with a disability.

We hope everyone at this time each year will observe this day and do their part to assist in building truly accessible, caring and inclusive societies for all. ♦

*“The richness of the human experience would lose something of rewarding joy if there were no limitations to overcome.”*  
- Helen Keller

As always, our staff is dedicated to excellent service. Your comments are most welcome. Please contact us at (204) 482-2130, Toll Free at 1-800-494-4179, Fax at (204) 482-9855

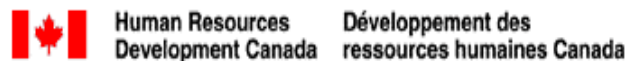
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**AND**

