

**Human Factors-Recruitment,
Selection and Placement – the link
to health and safety in the
workplace**

PRESENTATION TITLE

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Additional Information



Speaker Logo

Human Factors-Recruitment, Selection and Placement



Placement



Legislation



SANS 3000-2-4:2011 – Part 4: Human Factors management.

SANS Standard 3000-



Compliance with Legislation



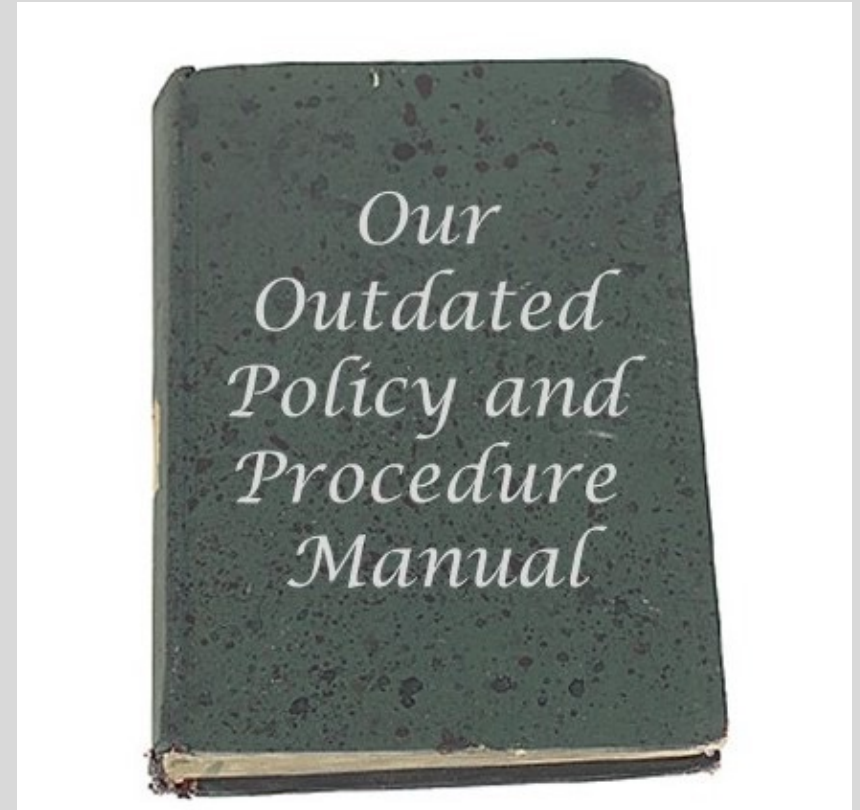
All other related legislation, Incorporated Standards,
SANS Codes ,ILO Conventions,
WHO,UN and OECD

Influencing Change

- Company Policies that govern safe and health related employment practices e.g. high risk medical surveillance
- Policies that encourage safe & healthy work procedures e.g. fatigue management, financial counselling
- HR Policies that ***benefit*** healthy living and working conditions in the workplace e.g. gym membership , nutritionist, work related sports



Outdated Policies



88% of knowledge workers are working from home (remotely)
HBR -2020

Why are policies important?

- **Policies serve several important functions:**
 - To support business strategy ,
 - Communicate **values** and expectations for how things are done at your organisation
 - Keep the organisation in compliance with legislation and provide protection against employment claims
 - Document and implement best practices appropriate to the organisation
 - Support consistent treatment of staff, fairness and transparency
 - Help management to make decisions that are consistent, uniform and predictable and ,
 - For smaller organisations, a desire to develop a more formal and consistent approach that will meet their needs as they grow.

Unpacking policy influence

Employer

- Policies has not changed but the organisation has
- Leadership
- Restructuring
- The culture
- Communication
- People have come and gone
- Financial Losses
- PESTLE

Employee

- Role ambiguity
- Absenteeism
- Career paths
- Competence
- Job fit
- Disengaged
- Productivity , burn out

Policies that must be in place

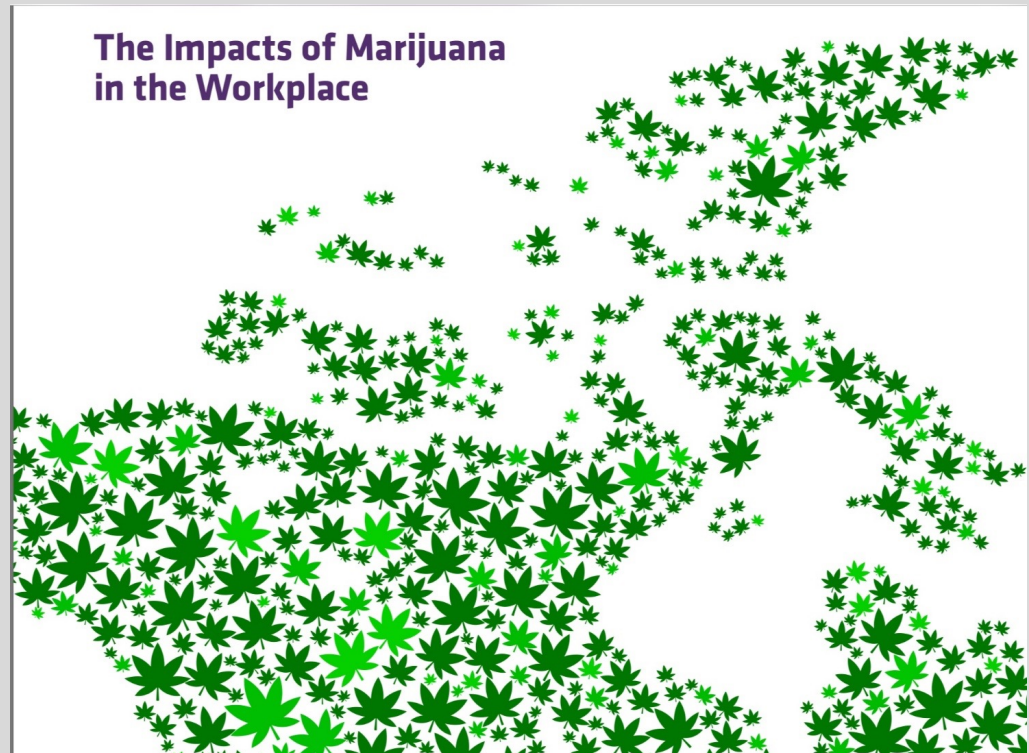
- Weapons (Firearms)in the workplace Policy
- Harassment policy (Cyber bulling)
- Bring your own Device policy
- Drug and Alcohol testing Policy
- Lone Worker Policy
- Remote worker Policy
- Social Media Policy

“Ethical, Current and Effective”

Lone Worker



Health and Safety Impact



Impact on Human Resources

You have to stay up to date



Selection and Placement



Different Recruitment, Selection

(Polygraph)

- Testing the truthfulness of an employees
- Criminologist in interviews

Graphology

- Analysing ones handwriting to assess one personality

Blind hiring



The Future Workplace

A glimpse of the office of 2030 based on research by financial protection specialist Unum and The Future Laboratory

Meditation pods
Isolated spaces for individual focus and concentration

Responsive work environments
Such as desks that move depending on who you most need to talk to

Big data offices
Gathering data to improve each employee's role, and tailoring HR approaches such as benefits packages

Ageless canteens
Nutritionally-designed to ensure employees have the energy for work at any age

Idea Incubators
Workers have the opportunity to form and receive support for their own projects

Brain training
To help employees stay mentally young by exercising the brain



Future Jobs by 2030

- Director of Well being
- Employee Enablement coach
- Head of business behaviour
- Distraction prevention coach
- Chief Purpose planner
- Climate change response leader
- Future of work leader
- Human Machine Teaming manager
- Chat Bot and Human Facilitator
- Genetic Diversity Officer
- VR Immersion Counsellor
- Human Bias Officer

Future Jobs by 2030

Example Work from Home ..to work from anywhere Facilitator

This person would ensure that the organization's processes, policies, and technologies are optimal for remote workers

Working at home – Your new workplace

The many
Ways the Pandemic Has
**Changed the
Workplace
Forever**



› **Risk
Assessment**

HOW LIABLE ARE EMPLOYERS FOR HOMEWORKER ACCIDENTS?

HIRING THE RIGHT PERSON FOR THE JOB

Functionally

Train Driver

- Must inspect the train
- Check the goods
- Communicate with the Operations centre
- Driving train carrying out adjustments and undertake repairs.
- Getting the train from station or depot of origin to destination ***on time.***
- Monitoring the train speed to ensure safe travel.
- Making announcements to passengers and liaising with on-board staff.
- Exchanging information with, other drivers, station guards and security.

Job Description Vs Functional

Description (what you do)

- **Position X**

Functional (how you do)

- Bending
- Stooping
- Stretching
- Crawling
- Climbing
- Walking
- Running
- Sitting
- Running

Job Description Vs Functional



Functional Requirements

Health Hazards Facing high risks positions



Health Hazards Facing high risks positions





What An Employer Can Do To Tackle Obesity In The Workplace

Risk Factors on the job

Employer

- Absenteeism
- Sick Leave
- Risk of Injury
- Passing out at work
- Productivity
- Focus
- Mental Acuity
- Engaged Employee
- Costly Employee Turnover
- Direct and Indirect cost of Safety

Employee

- Wellness and Well-being
- Presenteeism (silent quitting)
- Ability to complete tasks
- Worry about work
- Medication
- Fitness to work
- Sick leave cycles
- Job Satisfaction

Quiet Quitting

*Why Should
Anyone Be
Led by
You?*



“Managers and supervisors didn’t agree on safety goals or standards. One supervisor would enforce a rule, another wouldn’t.”

ROSA ANTONIA CARRILLO,
“BREAKING THE CYCLE OF MISTRUST TO
BUILD A POSITIVE SAFETY CULTURE”



Increase
Employee
Engagement



by involving
them



in
POLICY
MANAGEMENT

Its not my job



Quiet Quitting” refers to employees who put no more effort into their jobs than absolutely necessary

All these people depend on you



Problem Solving



Why would no one mention this ?





Before the audit

During the audit

After the audit

I was asked to lie to the board
the auditors, employees
.....by my manager....

Changes in the workplace



Promoting Life work balance



You don't have your own signature/voice

WHY DON'T WE HAVE ANY
FRESH IDEAS AROUND HERE?



Commitment

RELATIONSHIPS
FAIL BECAUSE OF
TRUST ISSUES,
COMMITMENT ISSUES
AND COMMUNICATION
ISSUES.



The
Economist

JANUARY 14TH-20TH 2017

Lifelong learning

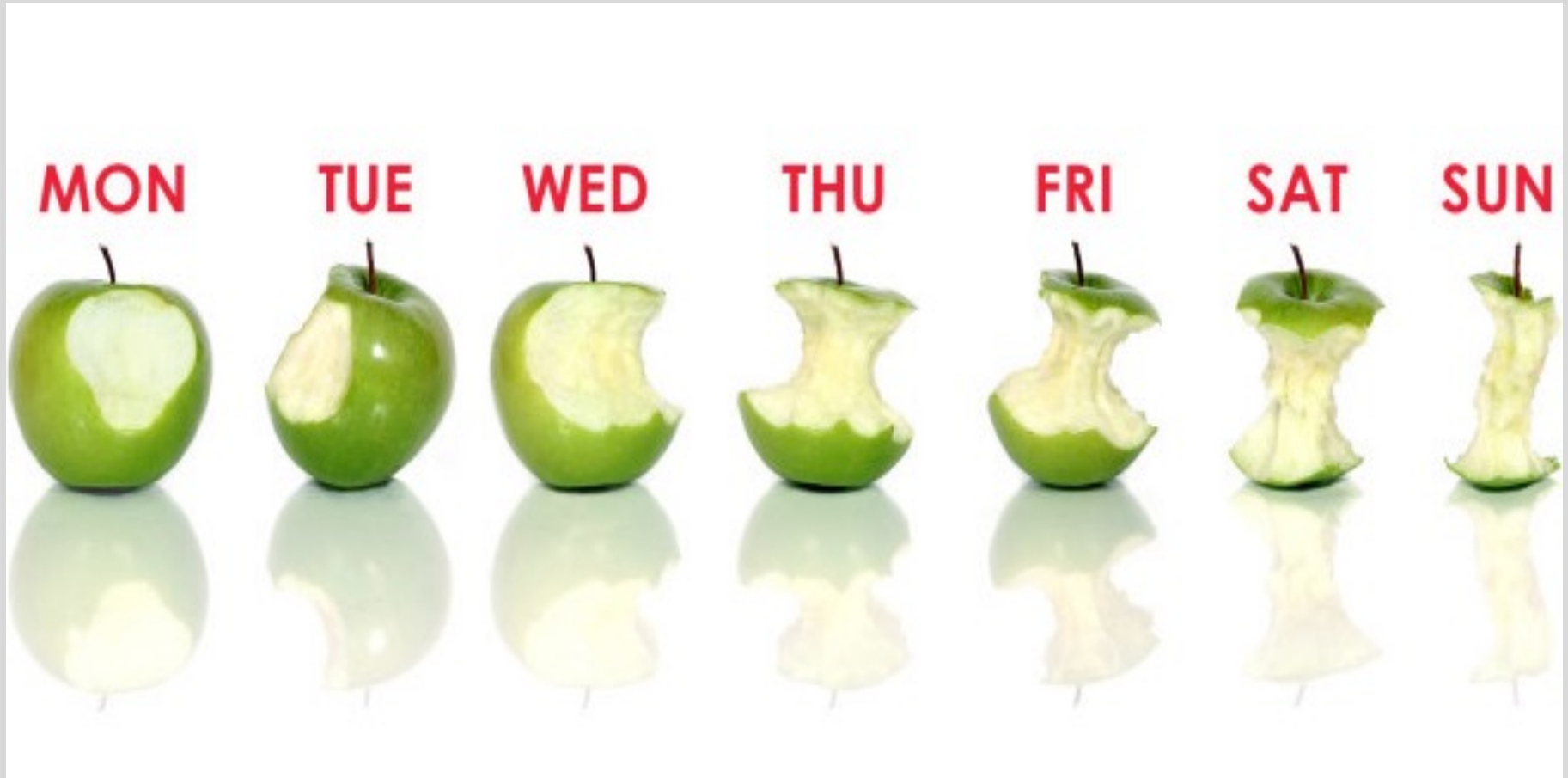
**How to survive in the age
of automation**

A SPECIAL REPORT



Training and Development

Micro learning



Communication

“ The single biggest problem in communication is the illusion that it has taken place. ”

- George Bernard Shaw

Don't be stuck on the basics

Training Wheels



Procedures



Resource Sharing



Communication begets culture



A Safety **CULTURE** Means
Open Communication At All
Levels

You said what ?.....





TOP COMMUNICATION

BARRIERS

AT WORKPLACE

Barriers to communication



Collaboration with others



Connect through conversations



Negotiate in good faith



...to achieve a common purpose



Thank you for listening



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THE SAFETY REP'S SURVIVAL GUIDE

Disruptive Safety™ Series - Volume 1

Fully Illustrated!

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