

Please complete electronically and submit your record using the member's portal on the IEHF website at www.ergonomics.org.uk before 31st March 2013.

Name: Anonymous

IEHF membership grade: Fellow

Current job title: Freelance Human Factors Consultant

Number of years in practice and/or teaching: ≈16

Primary tasks: HF Support to Design and Build of Major New Safety Critical Facility – Support to Development of Safety Case

Secondary tasks: Sub-Contractor Management – Management and Assessment of supply-side Designs and HF

CPD completed in the last 12 months, Jan-Dec 2012

Alternatively, covering the period

From:	01.01.2012	To:	01.01.2013	Percentage of time spent in practice:	100%
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Approx dates	What objectives did you set last year?	What did you do to meet these?	What did you learn from this?	How have you or will you use this? Any further actions?
	Continued (changing) support role to delivery of Safety Case.	Continued working on existing contract, and achieved an extension to contract. Deliver to satisfaction of client (HF Lead). See Next Section for Details.	Advanced my knowledge of how a Safety Case is composed and how HF supports the Safety Arguments within it. See next section for details	In continual use and will be important as I continue to support the development of the ongoing Safety Case.
	Sub-Contractor Management.	I was required to engage directly with the Project's sub-contractors, and manage the delivery of HF by the customer supply-chain. This specifically required assisting in the planning, moderating, assessment (review)	In particular I enhanced my awareness and knowledge of contractual aspects of sub-contractor management and the political / project decisions that	Will continue to use lessons learned throughout ongoing contract support.

		and integration of HF from two HF personnel.	must be made where HF best practice / requirements need to be traded within the context of broader delivery (time-scales / costs). Stressed the need to be careful in how issues are communicated, and in particular how requests can be misconstrued or interpreted as instructions that can lead to contractual change.	
	Attendance at IEHF Annual Conference	Was unable to attend due to project commitments.	As the Director of my own company I have to carefully weigh up the advantages and disadvantages of attending the IEHF conferences from a business perspective.	Will reconsider attendance each year on merit.

What else did you do that you want to record?

Approx dates	What else did you do that will be useful?	What did you learn from this?	How have you or will you use this? Any further actions?
	Everyday role includes: HFI and HFI Management Task Analysis Design Assessment / Analysis and Review	Development of existing skills. Through the assessment of manufacturing and design drawings, improved learning in how to read / interpret technical drawings and documentation. E.g. Piping and Instrumentation Diagrams, Mechanical / Manufacturing Flow Sheets. Human Error Analysis requires comprehension and assessment of a large variety of Performance Shaping Factors covering most HF domains.	Will be put to good use in current role and work scheduled for 2013. Will form the core of HF delivery.
	Human Error Analysis	Development of competence in an area that was previously weak. Developed	Key capability / requirement to perform role effectively going forward in development of safety

		understanding of the complexities (and pitfalls) of error analysis, particularly dependence modelling in Therp.	case.
	HAZOP / HAZID Attendance	Provided HF support to a variety of Hazard Identification and Operability Assessments. Improved understanding of different methods and approaches and how differences in application can yield different quality of results. Improved understanding of how different personalities can affect the flow and progress of the work. Appreciated the differences between approaches from different sectors.	Likely to continue attending HAZOP and HAZID studies in current role. Will be able to take my improved understanding of the process to future employers – cross-fertilise to other industries.
	Detailed Process Task Analysis leading to Low Level HMI Requirements Developed Excel Based Interface demonstrator as proof of concept.	The value of workshops and different stakeholders (EC&I, Engineering, customer, operator) in achieving a comprehensive understanding of the requirements and how they could be implemented. Developed Excel Basic programming skills and improved understanding of how simple prototypes can be valuable in demonstrating how a system can work (or not!).	Core development of skills that will be put to good use in the future: Programming skills Requirements writing – writing requirements in a clear and unambiguous manner, that can be implemented and verified.
	Xxx Assessment (removed by IEHF)	Carried out detailed Task Analysis in support of xxxx Assessment. Developed an understanding of the nature of xxxx as a Hazard and the Units involved.	Will be used in the development of the HF contribution to the Safety Case.
	Supporting the generation of Safety Requirements working directly with Safety Case Authors	Improved understanding of the methods used to develop Safety Requirements as derived from HAZID and Fault Schedules.	Will be used in the development of the HF contribution to the Safety Case.
	Manual Handling, Mechanical Handling and trolleys	Continually revising awareness of Manual Handling and Mechanical Handling Safety Regulation through practical application. Working at both ends of the spectrum to determine how operators will move loads safely (low-strength), and how they may	Enhanced awareness of legislation and musculoskeletal HF will be of benefit to future work in this domain.

		endanger the workplace by moving loads abnormally (high-strength / speed).	
	Personnel Movement and pull-through of academic research	Enhanced knowledge about human locomotion and read several papers on Walk-Run and Run-Walk transition speeds. Developed academic research into commercial / corporate guidance.	Learning and methods / procedures will be put to good use in the verification of safe practices and procedures.
	Handcranks and Handwheels	Enhanced knowledge about human capability when operating handcranks and handwheels. Revised the subject from a broad variety of sources (books and articles) and developed academic research into commercial / corporate guidance.	Learning and methods / procedures will be put to good use in the verification of safe practices and procedures.
	Value of prototyping	Built a number of prototype items of equipment using Foam Core Board from Technical Drawings. Was of great benefit to the customer to visualise a scale model of the equipment being developed. Re-affirmed the value of prototyping.	Useful business skill that could be called upon in the future and will likely be further used on the project. Adds value to delivery and can be used as a USP when bidding on projects.
	Project Verification Role	Undertook to technically verify the Safety Case output from another Major Project. Developed skills in Safety Case Assessment, also interpersonal skills in communicating and discussing issues with other Safety Case authors.	Act of verifying output from others enabled me to look at the authoring of my own work from a different perspective. Was able to more objectively look at my own output (and improve it) as a result of critically review others.
	ALARP / AFARP	Put into practice the principles of ALARP and AFARP. Was required to consider the application of the principle to a number of project design elements.	Valuable lessons learned in terms of accepting that in some instances compromises must be made, but that where such decisions are made significant evidence and substantiation is required to support the claim / argument.
	Reading of Corporate Guidance on Numerical Safety Case development	Read a variety of Industry Leading corporate guidance and policy papers on Safety Assessment methodology.	Developed knowledge of safety case development, necessary to fully comprehend the basis of the arguments being generated within current project.
	In order to improve awareness of industry best practice and evolution of best practice,	Probabilistic Safety Assessment in the Chemical and Nuclear Industries by Ralph R.	Huge amount of information on the history and application of probabilistic safety assessment that is

	purchased and read a book on the topic.	Fullwood (Oct 1999)	invaluable in current field and provided a much broader understanding beyond the corporate procedures being applied.
	Attended a short-course on MEWP Safety	Good revision session for manual handling	
	Business Management	Management of own consulting business, networking, accounting and invoicing. How to resolve issues (e.g. non payment of invoices) as they arise.	All lessons learned in year will help to improve efficiencies in next FY. Experience running own business provides a different perspective on how other businesses operate and the pressures they face.

Any other information?

Any other information you want to record, e.g. extenuating circumstances?	
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CPD forward plan for 2012

From:	01.01.2013	To:	01.01.2014
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What do you want or need to learn or achieve?	What will you do to achieve this? (And what resources or support will you need?)	What will your success criteria be?	What are your target dates for review and completion?
Inventor Fusion / CAD design skills	Commercial grade CAD program. i.e. Inventor / Autocad	Undertake small internal design project or CAD project to develop CAD skills.	Mid-term review July 2013. EOY review – Dec 2014.

Improve applied Quantitative Human Error capability	Seek out opportunities to carry out Quantitative Assessment as part of current role. Discuss issues and methods with experts in field.	Acceptance of HEPs within project.	In year.
Attend IEHF Conference	Build attendance into business plan. Attend Conference	Attendance.	May 2013
Revise statistical analysis methods (in recognition that skills have not been exercised)	Existing materials / books.	Self Assessment. Revised understanding of Applied Statistical Methods.	September 2013.
Organisational, Social and Psychological Issues	Read Book "Organisational Behaviour" Huczynski & Buchanan.	Reading of book.	October 2013