

A detailed analysis on “Working Environment in organisation

B S Manju Reka, Final Year MBA student, Idhaya College for Women, Kumbakonam, India.

selvimanju@yahoo.co.in

ABSTRACT- This study on Working Environment in office/industry is a broad term and means all our surroundings when working. Our physical environment is, for example, our work tools as well as air, noise and light and other factors related with ergonomics. A good working condition is one of the most important elements in making the staff feel good and for their activities to function and develop.

The management and staff at work place have a responsibility to participate in improving working environment continuously.

This study made a worthy attempt to present various details concerning the following factors of

- Physical pollution of various forms of electromagnetic radiations such as noise, heat and light etc which affects working environment
- Using working tools ergonomically

Key words: factors in affecting work atmosphere, ergonomics, and environment pollution

I. INTRODUCTION

Study on work environment is the intangible frame work of employee involvement and satisfaction concerning with the relationship with their work objectives and work place conditions. Environment is normally affected by the uncontrolled pollution factors. Environmental pollution as commonly found in the air, water and soil and broadly classified into two categories as,

- a. Chemical pollution
- b. Physical Pollution

Chemical pollutants present in the in the environment are potentially hazardous like toxic, flammable, explosives and corrosives etc.

Physical pollution presence as excessive radioactive in various forms as electromagnetic relations as noise, heat, light and odour etc.

Design of system, organisation, job, machine, and tools in in work place has to be framed ergonomically.

This study is briefing only physical environment pollution which is affecting working environment and finding solution to control environmental affecting factors.

Objective:

- To study the working environment
- To study the affecting factors of working environment
- To analyse hazards on findings

- To find the solution to keep the environment free from pollution

II. REVIEW OF LITERATURE

It is the responsible of the leader to get the job done through the employees. He has to ensure that the company's objective is achieved within the fixed schedule time. He must balance his concerns for people and work. With complete effort, the leader should achieve the goals and to utilize the human and non-human resources gently and ensure the job satisfaction of the each employee.

According to Hoppock, job satisfaction is a combination of psychological, physiological and environmental factors that makes a person to admit, “I am happy at my job”

An employee Job satisfaction is related to the key factors of

1. Psychological environment
2. Physical environment
3. Job specification
4. Motivation
5. Multi skill development and job rotation
6. Performance appraisal
7. Co employee relationship
8. Team spirit and behaviour

Here, it is a review on Environment pollution which is also the key factor which may affect employees while performing their job so that the team leader must ensure that the work environment is free from pollutants.

Human Factors and Ergonomics in work place environment:

According to Helander, human factors and ergonomics is

- Considering environmental and organisational constraints
- Use knowledge of human abilities and limitations
- To design the system, organisation, job, machine, tool or consumer products
- So that it is safe, efficient and comfortable to use.

The most purpose is design but the primary purpose is to understand and model human behaviour but not only designs.

The International ergonomics Association (2000) provides the following definition:

Ergonomics or human factors is the scientific discipline concerned with the understanding of interaction among human and other elements of a system, and profession that appeals theory, principles and data method to design in order optimize human well-being and overall system performance.

III. SCOPE AND FINDINGS

Workplace pollution is the presence of hazardous materials or noises within a workplace that may affect people while performing their job. Such workplace pollutants may affect employee's health especially if exposure continues over longer periods of time even at low levels. The most common exposure is that to workplace air, noise pollution. This involves workplace hazards from the workplace indoor air of hazardous substances either as gases or as particulate tiny particles dispersed in the air. Other types of exposure may occur involving skin contact, ingestion, and/or injection.

The exposure to hazardous materials can occur in several ways, including through:

- breathing polluted air – if the air indoors at the workplace gets contaminated
- direct contact with toxic and/or corrosive materials
- accidental ingestion of toxic chemicals or of polluted water/liquids

Additionally, workplace noise is another example of workplace pollution that could affect workers' hearing and psychological well-being. Any jobs involving the storage and disposal of waste may also create a pollution exposure risk.

Ergonomics contributes to the design and evaluation of tasks, jobs, products, environment and systems in order to make them compatible with the needs, abilities and limitations of the people.

IV. RESOLUTION & SUGGESTION

Work place Environment and Job Satisfaction:

Work place environment like demotivation of employee will affect the team spirit of the employee with his co-employees and hence it is essential for the team leader to motivate them by way of improving multi skill training, teaching, arranging seminars, allowing them to visit job related industries and work places. So that job involvement and job satisfaction of the employees will get enhanced positively.

Work place Environment and Pollution:

It is essential to prevent or minimize the health risk due to pollution exposure through daily activities. Here are some suggestions on how to proceed:

- Ensure good air ventilation where you spend more time. For example – keep the windows open. The longer you keep them opened, the better. During cold seasons, if safe to do so, keep the windows opened while you are away. This will ensure dilution and diffusion of any potential intruding gaseous compounds.
- Store your chemicals as far away as possible from the living space and, if possible, in metal cabinets.
- Regularly vacuum, clean, and wipe the dust – dust contains particles of various sizes. Thus, it is essential to keep the living space clean at all times.
- Drink water only from well monitored and trusted sources – tap water may be just fine and better than bottled water since every municipality/city is monitoring its quality on a regular basis. If you choose to drink tap water, a home filtration system may be advised. These systems are easy to install and less expensive than bottled water. But it saves you the effort of continuous supplying with bottled water. Whatever your choice is, never drink water from a private well unless regular monitoring exists and you are given the reports regularly.
- Avoid using pesticides or herbicides in close proximity to your work place – these chemicals are usually highly toxic even to humans.
- Always ventilate well after using cleaning chemicals on your carpet, furniture, etc.
- Always wear a mask when spraying chemicals or working with paints – as a general rule, if a chemical smells it is probably bad for your health

and thus the more preventive measures to minimize your exposure, the better.

In addition to the jobs listed above, the environmentalists or environmental professionals may also be exposed to hazardous materials while performing their job. However, the environmental professionals, unlike other workers, are aware of the risks and thus take precautionary measures.

There are many regulations in place, starting with safety procedures and preventive regulations under OSHA (Occupational Safety & Health Administration) and various EPA (Environmental Protection Agency) regulations. In general, employees are required to comply with such regulations, while employers ensure safe workplace environments.

Work environment with Human Factors and Ergonomics:

How to design work place ergonomically while using work tool? Here is an example of designing work environment while installing computer.

Human Factors and Ergonomics problems and solvation while introduction of computers according to Helender:

[4] A guide to Human Factors and Ergonomics by Martin Helander

<i>Problems</i>	<i>Knowledge required solving problem</i>
Work Posture and Keying	Biomechanics
Size of screen characters, contrast and colours	Vision research perception
Environmental Factors	Noise, environmental stress
Layout of screen information	Cognitive psychology and engineering
Design of new systems	Systems design and Cybernetics
Collaboration on the net	Psychology and anthropology
Problem solving at work	Cognitive work analysis, task analysis

V. CONCLUSION

It is fact that working environment with pollutants and indefinable design of tools lessening the level of employee motivation. Working environment has direct impact on job satisfaction and involment of employee which will, in turn, affect the commitment towards achievement of organisational goals.

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