Steps for the creation of an expert network

Inspired by Steve Foreman's **Access to Experts: Seven Steps to Leveraging the Expertise in Your Organization.** Available at: https://learningsolutionsmag.com/articles/2067/access-to-experts-seven-steps-to-leveraging-the-expertise-in-your-organization

"Access to experts" is one component of the learning and performance ecosystems.

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1. **Define the areas of expertise:** prioritize the fields in which the network wants to work.

   Annex I shows an initial list of areas of *expertise*.

2. **Define the typology of experts:** type of expertise (dangerousness of activities, etc.), academic qualifications, years of experience.

   Annex II includes the types of experts and Annex III an initial proposal of the data to be used to characterize each expert.

3. **Identification and sensitization of experts**. Experts may be identified directly by the *Expert Selection Committee*. The experts themselves, or third parties, may also apply. In this case, approval of the candidacy by the Ventura Steering Committee will be required.

   The forms to apply for membership in the network of experts are as follows:
   https://catedrairsst.uc3m.es/about-us/

   (Creation of the Expert Selection Committee made up of: influencer companies to start with, IRSST. Through web chair [write the identity keys of the network type "european networks" or social network].

   At least this data must be stored for each expert:
   - *Name*
   - *Surname*
   - *E-mail address*
   - *Telephone number*
   - *Institution or company in which you work or perform your duties*
   - *Personal or professional website address (if you have one)*
   - *How would you classify yourself among the following categories of experts (see Annex II)?*
   - *Lines of expertise/professional experience o Areas of specialization (see Annex I)*

- *If you wish, you may attach your Curriculum Vitae (CV).*

4. **Recognition of experts.** Through inclusion in the network of experts. In addition, it would be advisable for the company that the expert represents to encourage and reward its experts and value their contribution to the company and the community that the expert represents.

   (On the web, https://catedrairsst.uc3m.es/lista-de-expertos-en-prl/ in the technological support to the Methodology Agile Delphi, within the Community of Madrid, days of recognition to the best companies in which to work for their activity in OHS).

5. **Provision of an online platform for interaction with/among experts. The** appropriate technological mechanisms will be made available to the experts for the creation of criteria and good practices. The use of new technologies will be the fundamental tool for this system to work and be effective.

   (Google Forms, Microsoft Forms, Sharepoint, are alternatives that will be evaluated for use as support technologies for the Methodology Agile Delphi).

6. **Creation of criteria and good practices.** The result of the work and consensus of the experts will be published so that the OHS community can make good use of it in practice.

   (To be published on the web site of the Chair)

7. **Measuring activity and impact.** To assess the effectiveness of the network of experts, we will extract indicators to analyze the results produced within the network.

   (To be published on the web site of the Chair)

Annex I: Areas of expertise

Areas of specialization			
Preventive Management	Documentation		
	Integration of prevention		
	Training		
	Coordination of business activities		
	PPE management		
	Reviews and inspections		
	Participation of workers' representatives		
	Accident investigation		
	Quality of prevention		
	Worker involvement		
Workers in special situations	Pregnancy and lactation		
	Age		
	Disability		
	Immigrants		
	Reincorporations		
	Volunteers, interns, internships		
	Self-employed workers		
Workplace Safety	Workplaces. Industry.		
	Workplaces. Construction.		
	Installations (electrical, gas, thermal, pressure equipment, chemical storage, fire protection, gates, etc.).		
	Emergency measures.		
	Collective and individual protection equipment.		
	Risks	Machines and work equipment	
		Fall from height	
		Fire and explosion	
		Electric	
		Confined spaces	
	Asbestos (administrative procedure, hygienic risk and coordination in construction sites and other environments)		
	Occupational Road Safety		
Industrial Hygiene	Physical agents: Noise, vibrations, thermal environment and radiation.		
	Chemical agents		
	Biological agents		

Areas of specialization	
	CMR agents (carcinogenic, mutagenic and reproductive toxicants)
Ergonomics	Environmental conditions
	Workload.
	Data Display Screen (DDS)
	Stress at work
	Cargo handling
Psychosociology	Psychosocial risks
	Psychosocial Risk Intermediation Service (SIRP)
Occupational Medicine	Integration with prevention technicians
	Reincorporations
	First aid
	Occupational diseases

Annex II: Types of experts

Type of expert	
Expert specialist	Prevention technicians.
	Prevention Services Managers (SPA and SPP).
	Worker's mutual insurance companies.
	Academics (universities and study centers).
	Preventive policy governing bodies (IRSST, OSALAN, INSST,...).
	Labor inspectors.
	Audit Entities.
	Consultants.
	Trainers.
	Experts invited to develop specific criteria or best practices (e.g. equipment manufacturers, installers,...).
	Specialists in HR management
	Judicial experts and environment to the Social Jurisdiction.
	Manufacturers and Importers
Expert concerned	Prevention managers in companies.
	Prevention delegates.
	Company managers.
	Worker.

Annex III: Characterization data of an expert

Expert characterization parameters			
	Area of specialization (Annex I)		
	(Area 1)	(Area 2)	(Area n)
Type of expert (Annex II)			
Academic background			
Complementary training			
Professional experience (number of years)			
Publications, lectures, courses, etc.			