


Training Document: Incident Investigation Workshop			
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Overview: Incident Investigation Workshop

Course duration: 1 day.

This 1 day workshop will help you to adopt a structured and effective approach to the identification of the immediate and underlying causes of work related incidents

A sound accident investigation and reporting process is essential if we are to learn from the experience of an accident and build systems, provide suitable training, business processes and management to avoid a recurrence.

The old system of blame placing may cure the symptom but not identify the causes.

The SBS course is designed to consider the legal, moral and cost implications of accidents and examines how best to use the information to protect the staff and assets of the company.

The benefits of investigating incidents include:

- Identification of immediate and underlying causes allowing effective measures to be implemented to prevent a recurrence
- A better understanding of the risks associated with work activities
- Reduction in accidents and ill health resulting in financial savings, such as insurance costs
- Effective investigation of all incidents plays an important part in effective health and safety management.

Is it right for me?

This one-day workshop is designed for personnel such as safety advisers, managers, safety representatives, supervisors or anyone with a responsibility to investigate of incidents within their place of work and to make such people aware of the importance of, and skills required when, investigating incidents in the workplace.

What will I learn?

By the end of this course you will be able to:

- Appreciate the moral, legal and financial reasons for reducing injury and ill health resulting from work activities
- Understand the principles and methodology of risk assessment
- Understand the recording and reporting requirements of all work related incidents
- Adopt a structured and effective approach to the identification of the immediate and underlying causes of work related incidents

What will it cover?

- Legal requirements for recording and reporting of incidents and accidents in the workplace
- Causes of accidents and human behavior
- Accident case studies
- Interview techniques
- Investigation techniques based on HSE Guidance
- Investigation report writing