



COURSE OUTLINE



This highly interactive program gives participants the mindset and skill set to undertake or assist in incident investigations. The program demonstrates how to undertake a rigorous investigation in a way that is not based on assumption or blame.

The objective of the course is to help individuals create engagement, build shared understanding and cooperative identification and agreement on how to manage or eliminate the causal factors in order to reduce or nullify the likelihood of a similar occurrence in the future.

Leaders of all levels will enhance their ability to be involved and to ensure the reports they are sighting match what a 'good' investigation process finding will show. The program also clarifies personal and organisational responsibilities of those leading or assisting in an incident investigation process.

OBJECTIVES

At the end of this course participants will be able to:

- > Demonstrate competence in participating in an investigation
- > Use the critical 7 steps to ensure the root cause and sustainable actions are identified and implemented
- > Identify and ensure all evidence and facts pertaining to an incident are understood, sequenced and analysed
- > Determine who and when others need to be involved in the investigative process
- > Identify and establish preventative actions and follow up on effective implementation of these actions
- > Develop and require effective reports
- > Coach others to use best practice safety thinking when investigating near misses, high potential incidents and other critical events

> **NATIONALLY ACCREDITED OUTCOMES:**

SLCPII403 Participate in incident investigations, which forms part of 10604NAT Certificate IV in Safety Leadership (WHS) – Construction.

> **ASSESSMENT:**

Assessment and observation during the program and completion of workplace task to demonstrate application of skills

> **DELIVERY MODE:**

Face-to-face

> **TARGET AUDIENCE:**

General Managers, Operations Managers, Project Managers, Safety Professionals, Superintendent/Site Managers, Engineers – Field based, Supervisors/Foremen, Leading Hands

> **PREREQUISITES:**

Recommended that participants complete the Safety Leadership Foundation Program

> **DURATION:**

1 day