

# Accident & Incident Investigations

<b>Duration:</b>	6 hours
<b>Time:</b>	8:30 to 14:30
<b>Venue:</b>	INCON Health H/O, Durbanville or as per client request (on site)
<b>Refreshments:</b>	INCON Health: Light lunch and tea/coffee provided Client request: As per client
<b>Who would attend?</b>	Health & Safety Representatives
<b>Course language:</b>	English
<b>Course material provided:</b>	Handouts and stationery
<b>Examination required:</b>	Short Test
<b>Dates for the year:</b>	As per request
<b>Max:</b>	15 people

## Contents:

1. Role of Health & Safety Representatives
2. Safety Committees
3. General Health, Safety and Environment
4. Safety in the Workplace
5. Legislative requirements
6. Accidents & Incidents
7. When to conduct an investigation
8. Have a plan
9. Incidents reportable to Dept of Labour
10. Conducting an investigation
11. Investigate the incident
12. What is a surface cause?
13. What is a root cause?
14. Report the findings
15. Take corrective action
16. Implementation and evaluation

