



Accident Investigation & Reporting

OBJECTIVE

This course provides participants with an overview of what is involved in an accident or incident investigation. It also encompasses such elements as the relevant equipment required, where to start, what evidence to look for, what research is required, how to analyse your results and what to do with the report when you have completed it.

WHO SHOULD DO THIS COURSE?

This unit applies to people who work in a broad range of OHS roles across all industries such as:

- Health and Safety Committee members (HSCs)
- Line Managers
- Supervisors
- Human Resource Managers

COURSE CONTENT

Upon completion of the training participants will have an understanding of working as part of a team to:

- Identify legislative and other requirements such as company policies and procedures.
- implementing initial incident response procedures
- collecting information and data relevant to the investigation
- the incident investigation
- implementing recommended measures and actions from the investigation

Pre-requisites

Nil

Duration

8 Hours

Qualification

Upon successful completion participants will be issued with a Statement of Completion: *Accident Investigation and Reporting*. Participants can achieve on successful completion of a workplace project a Statement of Attainment in partial completion of a Cert IV in WHS or FLM.

When to Arrive

It will be helpful if you can arrive at least 10 minutes before the scheduled start time.

What to Wear

All course participants are required to wear appropriate work attire.

Morning Tea and Lunch

Feel free to grab a tea or coffee before the course starts and at any time during the course. Participants will be offered morning and afternoon tea.

**For Bookings and further information please contact us on
08 9791 1961, or via e-mail: frontline@westnet.com.au**