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HS048:
Incident & Accident Investigation & Root Cause Analysis

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Training Description:

Many organizations fail to learn from their mistakes and near misses, some organizations even fail to learn from their accidents. Often, one can see the same accidents happening over and over again. There are many reasons why organizations do not learn to prevent the recurrence of accidents. When an accident occurs, it is important that it should be investigated thoroughly. The results of a comprehensive accident report can help organizations pinpoint the cause of the accident. This information can then be used to prevent future accidents, which is the primary purpose of accident investigation.

This course teaches how to lead investigations and root cause analyses using various techniques such as Fault Tree Analysis and Root Cause Charts. This is a "How To" course designed to teach skills.

Training Objectives:

By the end of the training, participants will be able to:

- ✓ Monitor and understand the regulatory requirements for incident investigations
- ✓ Develop and implement a structured program for learning from incidents
- ✓ Train others to recognize and report incidents that includes planning for trending of data
- ✓ Initiate and conduct an investigation
- ✓ Establish an effective team quickly
- ✓ Apply methods for collecting different types of data including effective interviewing skills
- ✓ Apply causal factor and root cause analysis for investigating process and non-process incident
- ✓ Develop appropriate recommendations to address root causes at various levels to avoid future incidents
- ✓ Design structure reports via actual industry examples and workshops, learn key points and practice new skills

Training Designed for:

The course is intended for Process, Safety and Mechanical Engineers, Environmental Management and Technicians, Managers, PSM implementation team members and anyone involved with implementation including operators and maintenance personnel.

Training Program:

DAY ONE:

- ❖ PRE-TEST
- ❖ Traditional Approach to Accident Prevention
  - Why we prevent accidents?
  - Major Accident History
- ❖ Accident Theories
  - Single Factory theory
  - Energy theory
  - Mutliple factor teory
  - Domino theory
  - Modern causation model

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DAY TWO:

- Accident Causation
  - Unsafe Acts
  - Unsafe Conditions (Environmental)
  - Unsafe Personal Factors
- Accident Prevention Programme
  - Principles of the accident prevention process success
  - Key elements of an accident prevention program

DAY THREE:

- Accident / Incident Investigation
  - Why investigate?
  - What to investigate?
  - Who investigates?
  - When to investigate?
  - Phases in the investigation process

DAY FOUR:

- Root Cause Analysis
  - What is RCA?
  - Why do an RCA?
  - Where dit it come from?
  - RCA Model
  - When is an RCA done?
  - Why is an RCA important?
  - When not to do an RCA?

DAY FIVE:

- How RCA's Work
  - Key RCA roles
  - NORMS-based analysis of information
  - Development of corrective and preventive actions
  - Review, findings, assess and important actions
  - Writing a Good Report and lessons to be learned
  - Actipn plan and follow up
- Course Conclusion
- POST-TEST and EVALUATION

Training Requirement:

"**Hand's on practical sessions, equipment** and **software** will be applied during the course if required and as per the client's request".

Please note that the above topics can be amended as per client's learning needs and objectives. Further, it should be forwarded to us a month prior to the course dates.

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Training Methodology:

This interactive training course includes the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures, Concepts, Role Play
- 70% Workshops & Work Presentations, Techniques, Based on Case Studies & Practical Exercises, Software & General Discussions
- Pre and Post Test

Training Certificate(s):

Internationally recognized certificate(s) will be issued to each participant who completed the course.

Training Fees:

As per the course location - This rate includes participant's manual, hand-outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Note: The 5% VAT (Value Added Tax), will be effective starting 01st of January 2018 as per the new regulation from the UAE Government. The VAT applies for all quotation both for local and abroad.

Training Timings:

Daily Timings:

07:45 - 08:00	Morning Coffee / Tea
08:00 - 10:00	First Session
10:00 - 10:20	Recess (Coffee/Tea/Snacks)
10:20 - 12:20	Second Session
12:20 - 13:30	Recess (Prayer Break & Lunch)
13:30 - 15:00	Last Session

For training registrations or in-house enquiries, please contact:
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Training & Career Development Department