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INCIDENT INVESTIGATION

Start Date:	05/04/2027	**End Date:**	09/04/2027
Categories:	HSSE	**Venues:**	London
Formats:	In Person	**Instructors:**	

OVERVIEW

This training equips professionals with practical skills to conduct systematic incident investigations, identify root causes, and implement corrective actions to improve safety and prevent recurrence.

OBJECTIVES

By the end of this course, participants will be able to: • Understand principles and purpose of incident investigation. • Differentiate incidents, near misses, and accidents. • Apply structured investigation methodologies. • Gather and analyze evidence from various sources. • Identify root causes using tools like 5 Whys and Fishbone Diagram. • Develop corrective and preventive actions. • Write clear and compliant investigation reports. • Foster a culture of learning and continuous improvement.

COURSE OUTLINE

• Introduction to Incident Investigation • Legal and Regulatory Considerations • Types of Incidents and Reporting • Investigation Process and Responsibilities • Evidence Collection and Interviewing • Root Cause Analysis Tools • Developing Corrective Actions • Reporting and Documentation Best Practices • Follow-up and Closure • Building a Safety Culture

TARGET AUDIENCE

HSE professionals, supervisors, operations managers, compliance officers, and personnel responsible for workplace safety investigations.

METHODOLOGY

Applied learning approach with case studies, simulations, interviews, and group exercises to practice investigation and reporting skills.

CONCLUSION

Participants will gain confidence and tools to conduct effective investigations, identify systemic issues, and recommend preventive measures for a safer workplace.

DAILY AGENDA

Day 1: Introduction to Investigations

Purpose, principles, incident types, reporting, and planning for investigations.

Day 2: Evidence Collection & Interviews

Initial response, evidence gathering, interviews, and documentation practices.

Day 3: Root Cause Analysis

Applying 5 Whys, Fishbone Diagram, group exercises, and preventive measures.

Day 4: Corrective Actions & Reporting

Writing effective reports, compliance documentation, and communication strategies.

Day 5: Follow-up & Lessons Learned

Incident verification, knowledge sharing, case studies, and action planning.

For more information, please contact us:
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