



InterSafe

Conduct Safety & Health Investigations

This **2 day** course is based on the AQF Unit of Competency titled "Conduct Safety and Health Investigations" which is included in the Coal Training Package, Metalliferous Mining Training Package, and the Extractive Industries Training Package. This 2 day course is an extension of the InterSafe 1 day Essential Factors course with assessment for competency included.

Based on the Essential Factors Model for Incident Investigation and Analysis

Course Objectives:

This course is designed to, assist participants in the development and application of knowledge and skills to;

1. Determine appropriate investigation scope and objectives,
2. Effectively gather information,
3. Prepare a suitable incident description,
4. Evaluate information using the **Essential Factors** analysis process,
5. Identify effective points of control, and
6. Present the findings in a suitable report format.

The **Essential Factors** model is a basic level implementation of the more complex **ART-T (Analysis Reference Tree-Trunk)** model for incident investigation and analysis.

Course Outcomes:

In the workplace, the successful participant will need to be able to:

1. Demonstrate a knowledge of procedures, requirements and instructions related to conducting an investigation;
2. Implement the investigation process efficiently and effectively while complying with site requirements;
3. Demonstrate a practical understanding of the **Essential Factors** Incident Model and the need for an objective approach to Investigation;
4. Apply the **Essential Factors** Model to incident investigation analysis;
5. Identify and initiate implementation of a range of effective control measures to reduce the risk of reoccurrence or minimise damage.

Phone Toll Free:
1800 8111 01
anywhere in Australia

InterSafe

Email: enquiries@intersafe.com.au
Website: www.intersafe.com.au

905 Stanley St (PO Box 7338)
East Brisbane QLD 4169
(07) 3895 8111 ph
(07) 3895 8222 fax

Course Content:

1. Introduction to Incident models: Egocentric and Ergonomic (including key concepts of Essential and Contributing Factors versus 'Unsafe Acts/Unsafe conditions').
2. The 7-Step Investigation Process including;
 1. Problem identification and Preparation for an Investigation
 2. Observation/Information Gathering
 3. Preparing a Description
 4. Analysing the Incident for Potential Points of Control by the **Essential Factors** model
 5. Selecting Effective Recommendations for control
 6. Implementation of Selected Recommendations
 7. Audit of the Effectiveness of the Changes

Units of Competency:

- Training Package National Code MNC04 – Coal
 - Unit of Competency
MNCG1008A Conducting safety and health investigations
- Training Package National Code MNM05 – Metalliferous Mining
 - Unit of Competency
MNMG326A Conducting safety and health investigations
- Training Package National Code MNQ03 – Extractive Industry
 - Unit of Competency
MNQGEN310A Conducting safety and health investigations

Assessment of Competency:

Assessment for competency will be conducted by;

- Completion of assessment workbook.
- Participation in group discussion, and small group activities.

*For Incidents resulting in Major Damage InterSafe uses an extension of the **Essential Factors** model – the **ART-T** model.*

Incident Investigation – The InterSafe Way

*Contact **Roger Kahler** or **Phillip Byard** on 07 3895 8111 for more details.*

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