

# INCIDENT INVESTIGATION



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### COURSE OVERVIEW

The Incident Investigation course is delivered online and explains the process and foundational concepts of incident investigation.

The course is suitable for managers and supervisors and will cover:

- The purpose of incident investigation and role of the investigator
- The process for investigating incidents
- Legislative requirements for incident notification and investigation
- Techniques for gathering, sorting and analysing evidence to determine incident cause

The course will take approximately 3 hours to complete and can be paused and re-commenced at any time.

#### Who should do the course?

The course is targeted at those responsible for conducting health and safety investigations in quarries. This may be the Quarry Manager, Quarry Supervisor, or others with delegated responsibility. The course can act as a refresher for experienced staff, or be used as an introduction for newer staff.

#### *For SSEs in Queensland:*

This course meets the requirements for Site Senior Executives on sites with less than 6 employees, who must complete a course in Incident Investigation (as well as Introduction to Safety Management Systems, Effective Risk Management and Electrical Awareness).

**CPD hours:** 3 hours - Risk Management. A completion certificate will be issued once finished.

#### Why attend?

Quarrying is a high-risk workplace. Ensuring staff are adequately trained to investigate incidents and learn from findings to prevent reoccurrence is essential.

#### Delivery

Delivery is fully online. This means learning can take place at any time during normal work hours or after work. As it is self-paced, the learner can take their time to ensure they fully understand the material. The course can be paused and re-commenced at any time and provides greater flexibility for the employer and the learner as learning can be scheduled around production.

#### Cost

Member - \$99  
Non-Member \$135

#### Duration

As the course is online it can be undertaken at any time. It will take approximately 3 hours to complete.

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## GENERAL AWARENESS MATERIAL

The IQA has released a number of resources such as fact sheets and toolbox talks that support general awareness for the industry. These resources are designed to provide general background information and cover a number of topics such as RCS, stress, diversity and much, much more. Please visit the IQA website for more details.

## FURTHER INFORMATION

The Institute of Quarrying Australia (IQA)  
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