



Accident Investigation

When accidents occur, you won't have to worry about investigating them; however, your role in the investigation process is very important. This Toolbox Talk gives you the information you need to know about the purpose and procedures of accident investigation.

- ☛ **It's important that accidents be investigated thoroughly and as soon as they happen.**
 - The investigator's goal will be to discover what happened so that similar accidents can be prevented in the future.
 - Prevention, not blame, is the key to a successful investigation.

- ☛ **What happened before, during and after an accident is very important to the investigator so that he or she can gain a complete understanding what happened.**
 - Remember to block off the accident area with barrier tape.
 - Leave equipment and tools involved in the accident undisturbed until the investigator says they can be moved.

- ☛ **If you witness an accident, you play an important role in preventing future ones.**
 - Write down exactly what you saw, heard, and did, so that you will remember it. It could be days before the investigator requests your input.
 - Take pictures or sketch the scene on paper.
 - Remember to stick to the facts; don't guess at what you think might have happened.
 - Ask for permission to examine the accident scene again if you think it may help.

Our company's goal is to prevent accidents. When they do occur we need to do everything we can to prevent them, and accident investigation is a very important step in this process.

Accident Investigation Training Tips

- Show any forms that your employer might use for incident reporting and investigation.
- If you can delete the names, then pass around forms used from a few past investigations.
- Give a few examples of how investigation findings led to company policy changes.
- Ask the crew a few questions:
 - Why is it important not to guess what happened?
 - What's the benefit of writing things down?
 - Why is it important to block off the area where the accident happened?