First Things First

Safety Inspection
And
Accident Investigation
Objectives of Hazard Identification

- List basic reasons for conducting safety inspections
- Describe what to inspect
- Identify guidelines & considerations for conducting an inspection
- Define Job Safety Analysis
- List the steps in a Job Safety Analysis

Safety Inspections? Inspection vs. Audit

Are you AUDITING or INSPECTING?
- Safety Inspections examines physical facilities - looking for unsafe conditions, safe behavior, housekeeping responsibilities....
- Safety Audits examines procedures & policies

Safety Inspections WHAT?

- Equipment and Processes
- Employee Work Practices
- Workplace Facility-Wide Hazards
Safety Inspections
WHY?

- Identify:
  - hazards
  - safe practices,
  - behavior & conditions that are
    safe and unsafe
- Get employees involved & trained
- Improve operations

Focus on Fact Finding NOT Fault Finding

Considerations for Safety Inspections

- Individual conducting the inspection:
  - Experienced with the facility & operation
  - Knowledgeable of relevant regulations,
    codes, & company policies
  - Competent of the inspection steps
  - Capable of collecting, evaluating, & reporting
    the data

Safety Inspections
HOW?

Guidelines for Conducting Safety Inspections

- Decide what to inspect
  - Gather needed supplies
- Remember your “people skills”
- Record observations
- Handle emergencies
Job Safety Analysis

• Definition:
  Process used to:
  - Review Task Methods
  - Identify Hazards
  - Develop & Specify Control Measures

Job Safety Analysis

WHY?

• Improve job methods
• Reduce costs
• Improve worker health & safety
• Leads to recommended action or procedure to perform the job safety

Job Safety Analysis

HOW?

Four Basic Steps:
1. Sequencing of Basic Job Steps
2. Identifying Potential Hazards
3. Prioritizing the Hazards
4. Recommending Action(s) or Procedure(s)
Learning Activity

Focus on Hazards
Complete a Job Safety Analysis

Accident (Incident) Investigation Objectives:

After training, the participants will be able to:

• List the benefits of conducting the investigation
• Explain the purpose of investigating ALL incidents and near-misses

Accident (Incident) Investigation Objectives:

• List the steps in conducting an incident investigation
• List the tools needed to properly conduct an investigation
• Explain the responsibility of the investigator
Accident (Incident) Investigation

Objectives:
• Describe the proper interview techniques to gather information from the witness(es)

Accident (Incident) Investigation
Definition:
• Organized process using written procedures that are applied every time an incident occurs regardless of its severity.


Accident (Incident) Investigation
Purpose:
• Determine Direct Causes (root cause)
• Prevent Similar Occurrences
• Document Facts
• Provide Cost Data
• Reinforce Commitment to Safety
Accident (Incident) Investigation

Procedure:

!!Fact finding NOT fault finding!!

- Identify causal factors (contributing)
- Evaluate causal factors & other hazards
- Select Corrective Actions

Accident Investigation

✓ Tools
✓ Investigator responsibilities?

Steps to follow:
1. Be Prepared
2. Survey the scene
3. Emergency response for the injured
4. Secure the area
5. Gather the evidence – photos, interview
6. Analyze the information - write report
Accident (Incident) Investigation

7. Recommend changes
   – implement corrective action
8. Follow up

And remember:

!!Fact Finding NOT Fault Finding!!