

Course Title: *Incident Investigations*

Course Description

This course will provide you with accident investigation guidelines to be followed in accordance with GRU “No Compromise” Safety Manual & Plan and current legal recommendations. You will learn ‘best practice’ information on all aspects of personal injury and property damage accident investigations.

Learning Objectives

- Role & Responsibilities of the Incident Investigator
- Ability to recognize differences between the various levels of incident investigations
- Conduct an incident investigation including interviews associated with an incident investigation.
- Conduct an Accident Investigation and possible coordination with criminal investigation
- Use proper forms, processes, procedures to investigate, document, analyze and critique an incident. This includes:
 - Scene stabilization for purposes of investigation
 - Evidence preservation / handling / security and “Chain of Custody” requirements
 - Witness statement gathering – what’s legal and what’s necessary
 - Use of photography, plans & drawings as evidentiary material
 - Accident Reports – Types, Scope, Time requirements
 - Storage of Accident Reports & Evidence – Record Retention Requirements
- Understand the legal implications of incident investigations and steps to avoid legal errors
- Provide recommendations to upper management to prevent reoccurrence

Open to: Managers, Supervisors, Safety Personnel

Competencies Addressed: Organizational Knowledge, Taking Ownership/Pride, Problem Solving/Decision Making, Communicate Effectively

Length of Class: 8 Hours