



OCCUPATIONAL HEALTH & SAFETY

Accredited Short Course



INCIDENT INVESTIGATION
TEAM MEMBER

250818



010 085 0918



www.zoneups.com



405 Cliff Ave, Waterkloofridge, Pretoria



BOOK NOW



2 Day Course



Classroom & Online Training



NRF Level 2 Credits 3

ABOUT THIS COURSE

This short course is designed to prepare learners to function effectively as Workplace Incident Investigation Team Leaders. The programme focuses on the advanced knowledge, leadership ability, and practical investigation skills required to lead and coordinate workplace incident and accident investigations in a structured, ethical, and legally compliant manner. It is positioned at NRF Level 5 with 5 credits, made up of a 2-credit knowledge module and a 3-credit practical module, and is intended for blended delivery.

The course aims to equip learners to lead detailed investigations that identify, validate, and report the actual root causes of workplace incidents and accidents. It also develops the learner's ability to ensure investigations comply with legislative requirements, occupational health and safety best practice, and organisational procedures. In addition, learners are prepared to guide the development of corrective and preventive actions and to communicate lessons learned to management and other stakeholders so that future incidents can be reduced or prevented.



Target Audience

- Workers
- Employees
- Supervisors
- Managers
- Officers
- Responders
- Staff/Personnel
- Trainees

PRICE

CLASSROOM: Request a Quote

ONLINE TRAINING: Request a Quote

(Includes snacks and beverages – only applicable to classroom bookings)

DAY ONE

OVERVIEW

SMART ZONE

Ethical Considerations and Legal Framework

This session covers the ethical and legal responsibilities involved in leading investigations. Learners examine reporting obligations, compliance with safety regulations, respect for privacy, avoiding bias, and maintaining professional conduct throughout the investigation process.

Leadership Roles and Responsibilities in Investigations

This topic focuses on the role of leadership in building a safety culture and ensuring investigations are well managed. Learners look at leader responsibilities such as planning, resource allocation, oversight of the process, and guiding investigation teams toward accurate outcomes.

Developing and Leading an Effective Investigation Team

Learners are introduced to the selection and organisation of an investigation team. This includes choosing team members with the right mix of skills, clarifying responsibilities, and building the team's capacity to conduct effective investigations

DAY TWO

OVERVIEW

SMART ZONE

Leading Hazard Identification and Risk Assessment

Day Two begins with practical leadership in hazard and risk assessment. Learners work through workplace scenarios to identify hazards, assess associated risks, and understand the legal and ethical responsibilities linked to workplace safety and health.

Assessing, Prioritising, and Controlling Risks

This topic focuses on evaluating identified hazards, prioritising risks according to severity and likelihood, and deciding on appropriate control measures. Learners also engage with risk assessment methods and tools used to support sound judgement and compliance.

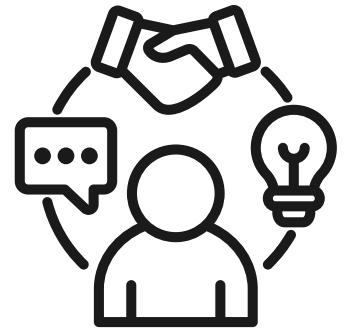
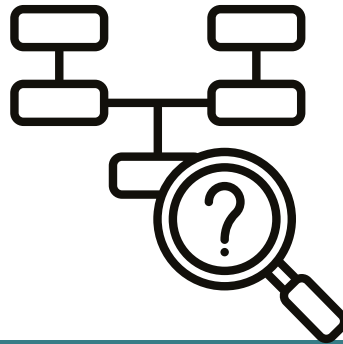
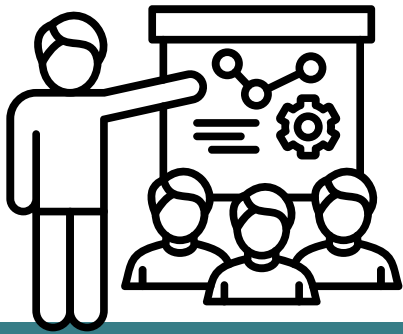
Reporting and Documenting Risk Assessment Findings

Learners are trained to compile and communicate risk assessment findings clearly and accurately. The session includes maintaining proper records and presenting recommendations to stakeholders so that action can be taken.

FEATURES OF THIS COURSE

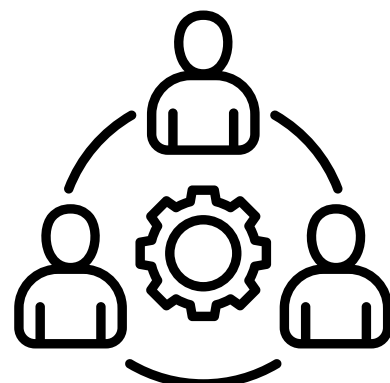
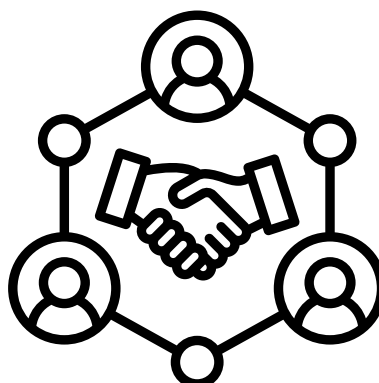
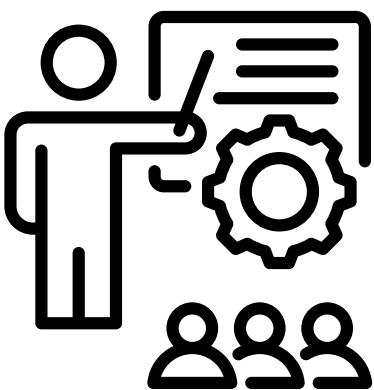
SMART ZONE

- QCTO-aligned short course
- NQF Level 5 programme
- 5-credit learning programme
- Blended learning delivery
- Leadership-focused incident investigation training
- Root cause investigation skills
- Legal and ethical compliance focus
- Hazard identification and risk assessment training
- Team leadership and coordination skills



BENEFITS OF THIS SHORT COURSE

- Builds investigation leadership skills
- Improves root cause identification
- Strengthens legal and regulatory compliance
- Promotes ethical and professional practice
- Develops corrective and preventive action planning
- Enhances hazard identification and risk assessment ability
- Improves decision-making and communication
- Strengthens evidence handling and analysis skills
- Improves report writing and presentation of findings





SIGN UP NOW

SIGN UP NOW AND SECURE YOUR PLACE

1. Register Online- www.zoneups.com
2. Select the training you prefer and the date you would like to attend.
3. Fill in the registration form.
4. Choose your payment method and finalize the booking.

Accreditation

Request a Quotation



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Make the future count



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QCTO

Get In Touch



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