

Incident Investigation Checklist



BENEFITS

It's critical that you investigate *all* safety incidents that occur in your workplace'whether someone is injured or killed or it's a near miss. It's important that these investigations be thorough and don't omit key areas, issues or tasks, such as making any required notifications or failing to gather crucial information.

HOW TO USE THE TOOL

Use this incident investigation checklist to organize your thoughts and questions when conducting an incident investigation so that you don't overlook key areas, issues, documentation, information, tasks, etc. Tailor this checklist to reflect the requirements in your jurisdiction's OHS laws and the incident investigation protocol in your workplace.