

Circular No.: SCA/734/0518/WX

**SCAL Academy Workshop****Accident Investigation – An Approach in Managing Occupational Accidents**  
**Accreditation: SDUs – 6 Units****Organised by****SCAL ACADEMY****23 May 2018 (Wednesday), 10.00am to 5.00pm****INTRODUCTION**

Accidents are usually complex and there are laws and regulations in many countries requiring companies to self-investigate accidents and report certain types of occupational accidents to the local authorities. Some organizations may even require reporting accident to their corporate headquarters.

Some catastrophe accidents are costly and many companies have led to no choice but to purchase high Insurance premium due to the severity and high accident rates. Some tricky accident cases can even pursue from workmen compensation claims to common laws suit.

The purpose of an investigation is to find the root causes and correct them to prevent similar events from happening in the future. This course offers the steps to conduct a thorough investigation by gathering evidence, interviewing witnesses, and analyzing the facts, and to make effective recommendations to prevent similar occurrences.

The first half of the course is to focus on the fundamentals skills in identifying the root causes of an accident and gather the factual information. It draws upon the experiences of chemical plants, oilfield, construction and manufacturing industries to give a balanced view of the accident investigation process.

The second half concentrates on some of the more specialized technical details of catastrophe accident investigation and includes a simulated accident investigation to apply the new skills learned.

**COURSE OUTLINES**

- **Definition of Important Key Words**  
This unit explored the definition of incident, dangerous occurrence, near hit and accidents.
- **Legal Requirement**  
The purpose of this unit discussed the legal requirement when an organization involve in an accident.
- **Human Factor in Accident**  
This unit discussed about the human failures that contributing accident.
- **Finding the Root Causes of an Accident**  
This unit focuses on the fundamental skills in identifying the root causes of an accident and gathers the admissible information.
- **Tools to Prevent Accident**  
The methodology of evaluating the outcome of the accident and preventing the accident from happening again shall be discussed in this unit.
- **Calculating Accident Cost**  
This unit explores the cost of an accident.

**Accreditation****PDU – 6 Units**  
**CET – 6 Hours**  
**(PENDING)**

## **WHO SHOULD ATTEND?**

This training course is recommended for Safety Practitioners, Directors, Professionals, Health and Safety Advisors/ Officers, Engineers, Managers, Executive, Managing Directors and other persons with health and safety responsibilities (e.g. Safety Representatives).

This training should interest those who would like to learn practical approach of handling accident. While these modules are designed for safety people occupying managerial/ supervisor roles, or roles with substantial organisational responsibilities, they are also relevant for businesses operations and self-employed people

## **ABOUT THE SPEAKER**

David Tan Kok Pheng is a well-known behavioral safety practitioner, a safety culture analyst and a workplace safety and health practitioner with over many years worldwide experience.

During the course of his work, he finds accident investigation an interesting subject and has been researching the approach of accident investigation. He has since then developed a methodology of investigating accidents and has been applying this methodology in a number of accident investigations that he had involved. This accident investigation framework revealed how accident should be investigated and managed.

David is an approved Risk Management course and Workplace Safety and Health Management System course trainer accredited by Ministry of Manpower, Singapore. He developed some occupational safety courses under the Workforce Skills Qualifications (WSQ) framework and he travels to various countries such as United Kingdom, India, Malaysia, Japan, Thailand to teach safety professionals and senior management how to integrate behavioral safety into Safety and Health management system and how to analyze organization's safety culture.

Master of Science (Environment Health and Safety) / Master of Science (Industrial Organizational Psychology) / Master of Science (Management of Human Resources) / Bachelor of Science (Health and Safety) / The Colleague of Teachers, Incorporated by Royal Charter 1849 & Supplemental Charter 1998, DEMS Training and Business Continuity Training / Advanced Certificate In Training & Assessment. Accredited trainer for Risk Management Course / Accredited trainer for Workplace Safety and Health Management System course / Approved Risk Management Consultant Registered Workplace Safety and Health Officer / Environmental Control Officer / Fire Safety Manager

## **WORKSHOP DETAILS**

Date: **23 May 2018, Wednesday**

Time: **10.00am – 5.00pm**

Venue: **Singapore Contractors Association Ltd  
Construction House, 1 Bukit Merah Lane 2  
Singapore 159760**

Fee: **\$220 SCAL / SLOTS Member  
\$240 CIJC Member  
\$250 Non Member  
(\*inclusive of 7% GST)**

# Registration Form

Please fill in print or type clearly on form below, & return your completed form details with payment to  
(Form may be copied for additional participants)



**SCAL Academy**  
150 Neil Road  
Singapore 088879



**Fax: 6793 4401**



**Tel: 6793 9020**



[weixuan@scal.com.sg](mailto:weixuan@scal.com.sg) /  
[elene@scal.com.sg](mailto:elene@scal.com.sg)



Attn: Ms Tan Wei Xuan / Ms Elene Yeo

## **“Accident Investigation – An Approach in Managing Occupational Accident”**

**Date: Wednesday, 23 May 2018**

**Time: 10.00am– 5.00pm**

**Venue: The Singapore Contractors Association Ltd @ Construction House, 1 Bukit Merah Lane 2, Singapore 159760**

Please register the following person(s) for the above preview:

Name: \_\_\_\_\_ NRIC/FIN No: \_\_\_\_\_ Designation: \_\_\_\_\_

Name: \_\_\_\_\_ NRIC/FIN No: \_\_\_\_\_ Designation: \_\_\_\_\_

Name of Company: \_\_\_\_\_ Company Reg No (ROC No): \_\_\_\_\_

Address of Company: \_\_\_\_\_ (S) \_\_\_\_\_

Contact Person: \_\_\_\_\_ Tel: (Office) \_\_\_\_\_ (HP) \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Enclosed is a crossed cheque no: \_\_\_\_\_ for S\$ \_\_\_\_\_ (Cheque should be crossed, marked “account payee only”,  
made payable to **SCAL Academy Pte Ltd**) being registration fee for \_\_\_\_\_ person(s).

Fees per participant (please tick  accordingly):

- |                          |   |               |
|--------------------------|---|---------------|
| <input type="checkbox"/> | SCAL Associate/Ordinary/SLOTS Member                                  | <b>\$ 220</b> |
| <input type="checkbox"/> | CIJC Member: Please circle – (ACES, IES, REDAS, SIA, SIBL, SISV, SPM) | <b>\$ 240</b> |
| <input type="checkbox"/> | None of the Above   | <b>\$ 250</b> |

*\*Inclusive of: GST, refreshment & materials*

### **Agreement & Disclaimers:**

By registering for the above preview, I hereby affirm that I understand & abide to the following:

- Seats are limited, registration is on a first-come-first served basis, upon receipt of registration form, unless notified otherwise.
- Walk-in participants will only admitted on the basis of availability & full payment before attending the preview.
- A **Confirmation Letter** will be sent to me via either fax or e-mail. If I do not hear from SCAL Academy 03 days before commencement of preview, I will contact SCAL Academy on Tel: **6793 9020**.
- The full registration fee is payable before **18 May 2018**.
- A notice of replacement / postponement together with the full particulars of the new participant (for replacement) must be given to us at least 3 working days before workshop commencement. A charge of S\$50 (replacement) or S\$100 (postponement) will be imposed on such changes.
- A notice of cancellation must be given at least 3 working days before commencement of the workshop and 50% of workshop fee will be charged / returned. If notice is given less than 3 working days before the first day of the workshop, full fees will be charged and there will be no refund.
- “No-show” will not be given a refund nor credit towards a later program (unless there is a documented medical emergency).
- Trainer, topic & venue are correct at the time of printing. SCAL Academy Pte Ltd reserves the right to substitute speaker, cancel or change the content, venue & timing of the preview for reasons beyond its control.

\_\_\_\_\_  
Name/Authorized Signature/Designation

\_\_\_\_\_  
Company Stamp (if applicable)

\_\_\_\_\_  
Date