



COURSE TITLE	: Incident Reporting and Analysis Technique	COURSE CODE	: IRAT
COURSE DURATION	: 3 day(s) / 19.50 hour(s)	COURSE LEVEL	: Basic
COURSE CATEGORY	: Non-Competency		
HRDF SCHEME	: SBL		
COURSE FEE	: RM1,272.00 (inclusive of SST)		

1. OBJECTIVES:

At the end of the course, the participant will be able to:

- i. Formulate accident investigation team.
- ii. Develop accident investigation procedure.
- iii. Conduct a proper accident investigation.
- iv. Prepare accident investigation report.
- v. Complete the NADOPOD form correctly.
- vi. Take action upon NADOPOD.

2. TARGET GROUP(S):

- i. Factory/Production/Human Resource/Safety and Health Manager.
- ii. Safety and Health Officers.
- iii. Safety and Health Committee Members.
- iv. Safety Supervisors.

3. ENTRY REQUIREMENT(S):

- i. -

4. TOPIC(S):

- i. Occupational Safety & Health Act 1994.
- ii. Root Cause Analysis.
- iii. Accident Investigation Methodology.
- iv. Accident Case Studies.
- v. Notification of Accident, Dangerous Occurrence, Occupational Poisoning and Occupational Disease (NADOPOD).

5. LIST OF REFERENCE BOOK(S):

- i. -



INSTITUT KESELAMATAN DAN KESIHATAN PEKERJAAN NEGARA
NATIONAL INSTITUTE OF OCCUPATIONAL SAFETY AND HEALTH

KURIKULUM KURSUS

COURSE CURRICULUM

TEL: 03 – 8911 3800 FAX: 03 – 8926 3900

URL: www.niosh.com.my




6. LIST OF TEACHING AID(S):

- i. LCD Projector.
- ii. Computer.
- iii. White Board with accessories.
- iv. Flip Chart with accessories.

7. LIST OF CLASSROOM ACTIVITIES:

- i. -

Last updated on 08th May 2015 by PDD

	NATIONAL INSTITUTE OF OCCUPATIONAL SAFETY AND HEALTH			
	COURSE SCHEDULE			
	No. Dokumen	No. Pindaan	Tarikh	Muka Surat
NIOSH-PDD-CS-IRAT	00	02 Jul 2012	1 / 2	


COURSE TITLE: INCIDENT REPORTING AND ANALYSIS TECHNIQUE

DAY ONE

TIME	HOUR	TOPICS	TRAINER/ FACILITATOR
0845 - 0900	0.25	Course Registration	NIOSH
0900 - 1015	1.25	Introduction to Incident Investigation	
1015 - 1030	0.25	MORNING TEA BREAK	
1030 - 1130	1.00	Legal Requirements	
1130 - 1300	1.50	Incident Investigation Methodology	
1300 - 1400	1.00	LUNCH	
1400 - 1530	1.50	Workshop 1: In-House Notification	
1515 - 1530	0.25	AFTERNOON TEA BREAK	
1545 - 1700	1.25	Continuation	
	6.50	END OF DAY ONE	

DAY TWO

TIME	HOUR	TOPICS	TRAINER/ FACILITATOR
0900 - 1015	1.25	NADOPOD	
1015 - 1030	0.25	MORNING TEA BREAK	
1030 - 1300	2.50	Workshop 2 & 3	
1300 - 1400	1.00	LUNCH	
1400 - 1530	1.50	Incident Analysis	
1515 - 1530	0.25	AFTERNOON TEA BREAK	
1545 - 1700	1.25	Continuation	
	6.50	END OF DAY TWO	

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	No. Dokumen	No. Pindaan	Tarikh	Muka Surat
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DAY THREE

TIME	HOOR	TOPICS	TRAINER/ FACILITATOR
0900 - 1015	1.25	Incident Analysis	
1015 - 1030	0.25	MORNING TEA BREAK	
1030 - 1300	2.50	Continuation	
1300 - 1400	1.00	LUNCH	
1400 - 1530	1.50	Workshop 4	
1515 - 1530	0.25	AFTERNOON TEA BREAK	
1545 - 1700	1.25	Continuation	
1700 - 1715	0.25	Evaluation and Closing	
	6.50	END OF THE COURSE	

Last updated on 02nd July 2012 by PDD