

**SKILLS FRAMEWORK FOR PUBLIC TRANSPORT  
TECHNICAL SKILLS AND COMPETENCIES (TSC) REFERENCE DOCUMENT**

<b>TSC Category</b>	Workplace Safety and Health					
<b>TSC</b>	Workplace Safety and Health for Incident and Accident Investigation					
<b>TSC Description</b>	Investigate Workplace Safety and Health incidents and accidents based on root cause analysis and identification of corrective actions to prevent recurrences					
<b>TSC Proficiency Description</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>	<b>Level 6</b>
		<b>PTP-WSH-2023-1.1</b>	<b>PTP-WSH-3023-1.1</b>	<b>PTP-WSH-4023-1.1</b>	<b>PTP-WSH-5023-1.1</b>	
		Respond to and support the investigation of Workplace Safety and Health (WSH) incidents	Analyse Workplace Safety and Health (WSH) incident and facilitate the identification of root causes and corrective actions	Develop and review Workplace Safety and Health (WSH) incident investigation procedures	Lead incident panel review and drive improvements to the incident and accident investigation and response process	
<b>Knowledge</b>		<ul style="list-style-type: none"> <li>WSH incident investigation procedures and methods</li> <li>Types of incidents and accidents for investigation related to the marine industry</li> <li>Principles of immediate hazard isolation</li> <li>Methods of immediate medical assistance</li> <li>Methods of incident notification</li> <li>Methods to cordon incident sites for investigation</li> <li>Internal incident reporting requirements and protocol</li> </ul>	<ul style="list-style-type: none"> <li>WSH legal requirements related to incident investigation</li> <li>WSH incident investigation procedures and tools</li> <li>Methods of WSH incident analysis and root cause analysis</li> <li>Types of WSH incident corrective and preventative actions related to the marine industry</li> <li>Principles of forming a WSH Incident Investigation Team</li> <li>Components of WSH incident investigation and analysis report</li> <li>WSH incident reporting requirements and regulatory authorities to report to</li> </ul>	<ul style="list-style-type: none"> <li>Methods to develop WSH incident investigation and analysis processes</li> <li>Techniques for preserving evidences of investigation</li> </ul>	<ul style="list-style-type: none"> <li>Types of lessons learned from previous incidents and accidents</li> <li>Workplace Safety and Health (WSH) industry incident investigation best practices related to the marine industry</li> <li>Types of incident panel reviews and processes</li> <li>WSH policies, regulations and legislative requirements</li> </ul>	
<b>Abilities</b>		<ul style="list-style-type: none"> <li>Respond to incidents in accordance with organisation WSH procedures</li> <li>Report incidents to internal stakeholders</li> <li>Cordon off and preserve the incident site for investigation</li> </ul>	<ul style="list-style-type: none"> <li>Conduct WSH incident investigation to identify the root causes of incidents</li> <li>Recommend corrective and preventative measures</li> </ul>	<ul style="list-style-type: none"> <li>Develop WSH incident investigation, analysis and reporting processes</li> <li>Manage the WSH incident investigation and analysis process</li> <li>Advise on root causes of incidents based on information provided</li> </ul>	<ul style="list-style-type: none"> <li>Report incidents to authorities in accordance with legislative requirements</li> <li>Collaborate with management and key stakeholders to form incident panel review committee</li> </ul>	

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		<ul style="list-style-type: none"> <li>• Support WSH incident investigation</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare incident report in accordance with legislative requirements</li> <li>• Monitor and report progress of implementation of corrective and preventative actions</li> <li>• Evaluate effectiveness of corrective and preventive actions implemented</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure corrective and preventive actions are implemented in accordance with organisation procedures and WSH legal requirements</li> <li>• Evaluate effectiveness of incident investigation procedures to recommend improvements</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct incident panel reviews</li> <li>• Formulate corrective actions to improve incident and accident investigation and response processes</li> <li>• Formulate preventive actions to avoid reoccurrences of incidents and enhance the organisation's WSH management system</li> <li>• Ensure documentation of lessons learned from previous incidents and accidents</li> </ul>	
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