

# NZOIA Accident and Near Miss Investigation



## 1. Event run by NZOIA

Process as per the SMS

- All accidents and near misses rated 4 and above on the Incident Severity Scale are reported to Operations Manager (OM).
- Reported accident and near miss analysed by the Technical Sub Committee (TSC)
- OM to Report to Board at quarterly meeting
- OM to incorporate any changes to SMS
- OM to communicate relevant details, learning and changes to staff/assessors

TSC to share learning with membership through the 4YA or Quarterly

- Communicate intentions and invite assessor and victim to contribute

## 2. Outdoor incident involving a NZOIA member

i) WorkSafe/Police/Maritime/Coroner leads investigation

ii) NZOIA offers expertise to the investigator

iii) NZOIA contacts member to offer support

iv) NZOIA Review finding

- If negligent TSC to review members qualification status

v) Share learning with membership through the 4YA or Quarterly.

- Chair of Quarterly Editorial Board (QEB) to communicate intentions and invite member to contribute to or write an article

- If no, then chair of QEB to approach a member to write article

## 3. Outdoor incident within NZOIA scope

i) WorkSafe/Police/Maritime/Coroner leads investigation

ii) NZOIA offers expertise to the investigator

iii) Share learning with membership through the 4YA or Quarterly

- Chair of QEB to approach a member to write an article