

Case Study Workbook

Accident Scene File



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Using the provided materials, work your way through the step by step process for investigating the described accident. Here is a matrix to help you remember when to use which tools:

Task	The Details
Part One Getting Started	<ul style="list-style-type: none"> • Developing an Action Plan • Pre-Inspection Planning • PPE • Selecting equipment and supplies
Part Two Step 1: Coordinating with Other Agencies	<ul style="list-style-type: none"> • Standardization • Common Terminology • Command Structure • Management by Objective • Incident Action Plan
Step 2: Assessing the Scene and Collecting Evidence	<ul style="list-style-type: none"> • Hold Opening Conference • Assess the Scene • Secure the Scene • Collect Evidence • Personal Observation • Initial Statements • Photos/Video • Sketches • Documents
Step 3: Interviewing Witnesses	<ul style="list-style-type: none"> • Introductions/Establishing Rapport • Developing Questions
Step 4: Developing the Sequence	<ul style="list-style-type: none"> • Define actors and actions to create a chronology of “events”
Step 5: Determining Causes	<ul style="list-style-type: none"> • Review details to identify cause, contributing conditions and action and root causes that led to the incident.
Step 6: Identifying OSHA Violations	<ul style="list-style-type: none"> • Examine the cause(s) and contributing factors to determine if any OSHA violations are involved.

Part One – Getting Started

Using the information provided on the Fatality/Catastrophe Report or Referral Form, for your assigned case, consider the following questions as you prepare for your accident investigation.

1. Before leaving the office to investigate this accident, what questions would you have about the company and where could you find this information?
2. What job site hazards would you anticipate and how would you prepare for them?
3. What equipment and supplies would you want to take with you?
4. What sources of information could you check to learn more about this company?

Part Two: Step 1 - Coordinating with Other Agencies



Based on the initial description of this case, what other agencies or organizations have been involved at the accident/incident scene?

Agency/Organization	Their Role
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

Which of the agencies above might have information or details that could be of value to your investigation?



Initial Observations

Case Study 1: Spamatot

Upon arrival, all work appears to be complete. There are no company employees on site. Homeowner is present.

Case Study 2: Safest Scrap Metal

Upon arrival, the outdoor worksite appears to be unchanged since the accident. A large, 10,000 gallon UST (underground storage tank) is sitting on a flat-bed trailer. One end is missing. Approximately 750 feet from the UST is a Gator Utility Truck, severely damaged (crushed) with the other end of the UST on top of its front end. The owner, Grigori Rasputin, Sr. is on-site.

Case Study 3: Egregious Trucking

The location is a trucking terminal where over-the-road trucks are loaded and unloaded. It is a metal warehouse building with docks for 30 trucks. As you arrive, you can easily see 2 forklifts (one propane and one electric) going back and forth from the truck trailers to the warehouse – apparently unloading trucks.

Case Study 4: Münster Brick and Mortar

New residential construction site. Exterior work where accident occurred has stopped. The scaffolding is still lying on the ground right where it collapsed. Current weather is clear, however last night (the night before the accident) approximately 2 inches of rain fell in the Gravity, NC area. The ground at the construction site is muddy, with many low spots of standing water/puddles.

Case Study 5: Honey Buns Animal Feed

The employer has a written LOTO program with machine-specific energy control procedures. Documentation of annual training for all authorized and affected employees is in order.

Part Two: Step 2 - Assessing the Scene and Collecting Evidence

You have just arrived on the scene and all you know is what has been provided in the initial statement, information you obtained from your pre-inspection planning and a briefing from the Incident Commander (if applicable). Based on that information, develop your action plan by answering each of the following questions.

Your initial observations: Review a description of your initial observations found on **page 4** of this packet.

- 1. Personal Observation.** What equipment , specific locations and/or company documents would you like to take a look at? What details you will be looking for?
- 2. Photos and Video.** What would you want to take pictures/video of? What details will you be looking for?
- 3. Initial Statements.** From whom would you like to get initial statements and/or interviews?
- 4. Securing the Evidence.** What items would you want to secure as evidence? Are there any samples you would want to collect?



Part Two: Step 3 – Interviewing Witnesses



Based on what you know so far, create a list of who you would like to interview and what you would plan to ask them. Be careful to pay attention to the phrasing of your questions!

Witness #1: _____

Potential Questions:

Witness #2: _____

Potential Questions:

Witness #3: _____

Potential Questions:

Now review the witness statements provided for your case and, based on the information provided, discuss any additional witnesses you'd like to talk to and/or any other questions that you might have

Part Two: Step 4 – Developing the Sequence



Using the information you have gathered, put together the “sequence of events” by listing simple actor/action statements that describe step-by-step what happened prior to, during and after the accident. Start by identifying the very first thing that happened and then ask the question “What happened next?”

EVENTS

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____



Part Two: Step 5 – Determining the Cause



Most accidents are the result of several things coming together to create the situation that leads to the big uh-oh! In order to figure out how to prevent future accidents, we have to try to develop an understanding of all the factors that played a part. For each “event” on the previous page, decide if there were actions (behaviors) or conditions that could have contributed in some way to the accident and list them below.

Part Two: Step 6 – Identifying OSHA Violations

OK! We are well on the road to preventing this kind of thing from happening again! On the "Determining the Cause" worksheet you have a list of items that can help you identify ways the accident in your case study could have or should have been avoided or prevented. In the first column below, list each contributing action and condition, and see if you can think of a suggestion that would have helped prevent the accident from happening and in the second column identify any OSHA standard(s) that may have been violated.

