



Standard Operating Procedure for Accident Investigation in Industrial Environments

1. Purpose

The purpose of this Standard Operating Procedure (SOP) is to provide guidance on the investigation of accidents in industrial environments. The goal of the investigation is to identify the root cause of the accident and to recommend corrective actions to prevent future accidents.

2. Scope

This SOP applies to all accidents that occur in industrial environments, regardless of the severity of the accident.

3. Responsibility

The responsibility for investigating accidents lies with the Safety Manager. The Safety Manager will appoint a team of investigators to conduct the investigation.

4. Procedure

The following steps should be followed in investigating an accident:

- Notify the appropriate authorities, such as OSHA, if required.
- Secure the scene of the accident to prevent further injury.
- Interview witnesses and collect evidence.
- Conduct a physical inspection of the accident scene.
- Analyze the data and identify the root cause of the accident.
- Recommend corrective actions to prevent future accidents.
- Implement the corrective actions.
- Monitor the effectiveness of the corrective actions.
- Documentation



5. Reporting

All accident investigations should be documented in a written report. The report should include the following information:

- Date and time of the accident
- Location of the accident
- Description of the accident
- Injuries sustained
- Witnesses interviewed
- Evidence collected
- Root cause of the accident
- Corrective actions recommended
- Implementation of corrective actions
- Effectiveness of corrective actions

6. Training

All employees should be trained on the procedures in this SOP. The training should be conducted at least annually.

7. Review

This SOP should be reviewed annually to ensure that it is up-to-date and effective.