

Incident & Near-Miss Investigation - Knowledge Check

OSHA recommended practice / root-cause guidance

Employee: _____ Date: _____

1. The primary purpose of incident investigation is to:

- ☐ A. Identify causes and prevent recurrence
- ☐ B. Assign blame quickly
- ☐ C. Complete paperwork only
- ☐ D. Protect equipment only

2. A good investigation should include:

- ☐ A. Management and worker perspectives where practical
- ☐ B. Only the injured employee
- ☐ C. Only legal staff
- ☐ D. Only the supervisor

3. “Employee error” should usually be:

- ☐ A. A prompt to ask deeper why questions
- ☐ B. The final root cause
- ☐ C. Ignored completely
- ☐ D. Used as the only corrective action

4. Evidence should be:

- ☐ A. Preserved/documented as soon as safe and practical
- ☐ B. Discarded after photos
- ☐ C. Changed to recreate the event
- ☐ D. Collected weeks later only

5. Interviews are stronger when they use:

- ☐ A. Open, non-leading questions
- ☐ B. Threats
- ☐ C. Group pressure
- ☐ D. Assumptions stated as facts

6. A timeline helps investigators:

- ☐ A. See sequence, changes, decisions and failed defenses
- ☐ B. Choose who to discipline
- ☐ C. Avoid scene evidence
- ☐ D. Replace witness interviews

7. Stronger corrective actions usually:

- ☐ A. Reduce the hazard/exposure through design, engineering or systemic controls
- ☐ B. Rely only on reminders
- ☐ C. Assign blame
- ☐ D. Close immediately without verification

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8. Each corrective action should have:

- A. An owner, due date and effectiveness check
- B. Only a title
- C. Only a cost estimate
- D. Only a policy number

9. Near misses should be:

- A. Investigated/learned from based on potential and program criteria
- B. Ignored because no one was hurt
- C. Deleted from records
- D. Handled only by security

10. Retraining is always enough as the sole corrective action.

- A. False
- B. True

Best-practice training for investigation quality. Recordkeeping/reporting obligations and company investigation procedures must also be followed.