



Agenda for Remote Advanced Maritime RCA Class

DAY 1: 11:00 am TO 5:00 pm (Eastern)*

- ❖ Basics of Incident Investigation
 - Three principles for achieving operations excellence
 - Root cause/management system approach to RCA
 - Terminology: causal factors, root cause, management system, safeguard
 - Workshop: Identifying causal factors and root causes
 - Selecting the suitable level of analysis for incidents
- ❖ Initiating Investigations
 - Who does what?
 - Notification
 - Emergency response activities
 - Immediate investigation activities
 - Beginning the investigation
- ❖ Gathering and Preserving Data
 - Types of data
 - Prioritizing data gathering
 - Discussion of each data type
 - Workshop: Interview questions
 - Data collection planning
 - Workshop: Data checklist development

DAY 2: 11:00 am TO 5:00 pm (Eastern)*

-
- ❖ Analyzing Data
 - Overall goal and major analysis steps
 - Applicability of analysis techniques
 - Discussion of timeline technique
 - Capabilities and limitations
 - Structure and elements
 - Procedural steps – important things to remember
 - Demonstration
 - Workshop
- ❖ Identifying Root Causes
 - Introduction
 - Discussion of 5-whys technique
 - Capabilities and limitations
 - Structure and elements
 - Procedural steps – important things to remember
 - Demonstration
 - Workshop



Agenda for Remote Advanced Maritime RCA Class

DAY 3: 11:00 am TO 5:00 pm (Eastern)*

- ❖ Identifying Root Causes (continued)
 - ABS Marine Root Cause Analysis Map
 - Discussion
 - Workshop: Identifying root causes
 - Documenting root causes
 - Developing Recommendations
 - Key concepts
 - Types, levels, and time frames
 - Process steps for making recommendations
 - Stating and presenting recommendations in report [3]
 - Managing recommendations – resolution
- ❖ Completing the investigation
 - Items in the report, tips for writing the report

DAY 4: 11:00 am TO 5:00 pm (Eastern)*

- ❖ Initiating Investigations
 - Incident classification
 - Managing the investigation
 - Assembling a team
- ❖ Completing the investigation
 - Special considerations
 - Incident investigation program issues
- ❖ Discussion of other analytical techniques: Simplified fault tree and causal factor charting
 - Capabilities and limitations
 - Structure and elements
 - Procedural steps – important things to remember
 - Demonstration
 - Workshop

*Lunch Break of 30 minutes from approximately 2 pm to 2:30 pm (Eastern)