

# SIX KEY QUESTIONS TO ACCIDENT ANALYSIS

## WHO...

- was injured?
- saw the accident?
- was working with him/her?
- had instructed, trained, assigned the affected employee?
- else was involved?
- can help prevent recurrence?

## WHAT...

- was the accident?
- was the injury/illness?
- was being done at time of accident?
- were they told to do?
- tools were being used?
- machine was involved?
- operation was being performed?
- instructions had been given?
- precautions were necessary?
- PPE should be used?
- did others do to contribute to the accident?
- problem or question was encountered?
- did the employee or others do after the accident?
- did witnesses see?
- will be done to prevent recurrence?
- safety rules were violated?
- safety rules were lacking?
- safety rules/procedures are needed?

## WHEN...

- did the accident occur?
- did the employee begin the task?
- was the employee assigned to

## WHY...

- was the employee injured?
- did the employee behave that way?
- did other persons behave that way?
- wasn't personal protective equipment used?
- weren't specific instructions given to the employee?
- was the employee in that position/place?
- was the employee using that machine or tool(s)?
- didn't the employee check with supervisor?
- did the employee continue working under the circumstances?
- was the employee allowed to continue working?
- wasn't the supervisor there at the time?

## HOW...

- was the employee injured?
- could the accident have been avoided?
- could co-workers avoid similar accidents?
- could the supervisor have prevented the accident?

## WHERE...

- did the accident occur?
- was the employee at the time of accident?
- was the supervisor at the time?
- were co-workers at the time?
- were other persons involved at

the task?

- were the hazards pointed out to the employee?
- did the supervisor last check on the employee's progress?
- did the employee notice something was wrong?

the time?

- were witnesses when the accident occurred?
- else does this condition exist?