

1. Title	Investigate general industrial accidents
2. Code	EMCUSH305A
3. Range	Investigate industrial accidents related to electrical and mechanical services and propose solutions to improve occupational safety and health, and be capable to write accident investigation reports.
4. Level	3
5. Credit	3
6. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>6.1 General industrial accident investigation</p> <ul style="list-style-type: none"> <li>◆ Understand procedures for industrial accident investigation, including investigating by accident type, recording the happening of accident, collecting information and reporting the accident to relevant departments</li> </ul> <p>6.2 Handle industrial accidents</p> <ul style="list-style-type: none"> <li>◆ Investigate industrial accidents related to electrical and mechanical services <ul style="list-style-type: none"> <li>• Be capable to handle and investigate industrial accidents related to electrical and mechanical services according to the code of practice required for handling industrial accidents, including informing employers concerned, the Labour Department, the police and the families of the victims; filling in declaration form; investigating and recording the people, place, time and date, the machinery involved, the course of the accident, causes for it, etc.</li> <li>• Use objective methods and techniques to investigate and collect information. The investigation works include on-the-spot investigation, interviewing the victims/witnesses in person or on the phone, using questionnaire, etc.</li> </ul> </li> <li>◆ Report the accident to relevant departments</li> <li>◆ Assist relevant departments to investigate the accident</li> <li>◆ Improvement plans <ul style="list-style-type: none"> <li>• Make improvement plans to reduce similar industrial accidents</li> <li>• Understand the causes of industrial accidents and ways of prevention</li> </ul> </li> <li>◆ Write accident investigation reports <ul style="list-style-type: none"> <li>• Understand the document format and wording required and write accident investigation reports</li> </ul> </li> </ul>
7. Assessment Criteria	<p>The integrated outcome requirement of this unit of competency is:</p> <p>(i) Capable to handle and investigate industrial accidents related to electrical and mechanical services according to the code of practice required for handling industrial accidents, to make improvement plans and write accident investigation reports.</p>
8. Remarks	The credit value of this unit of competency is set on the presumption that the person already possesses basic occupational safety knowledge.