

**TRAINING AND
EVENTS FROM**



**The National Examination
Board in Occupational Safety
and Health (NEBOSH)**

Dominus Way,
Meridian Business Park,
Leicester LE19 1QW

Tel: +44 (0) 116 263 4700
Fax: +44 (0) 116 282 4000
Email: info@nebosh.org.uk
www.nebosh.org.uk

Version: 1.1
Specification date: October 2025
Publication date: March 2026

Registered Charity Number: 1010444

© NEBOSH. All rights reserved. No part of this publication may be reproduced, stored in a retrieval system or transmitted in any form, or by any means, electronic, electrostatic, mechanical, photocopied or otherwise, without the express permission in writing from NEBOSH.

A photograph of a woman with curly hair wearing a white hoodie, sitting at a table and talking to a man in a dark suit and glasses. They are in a library or study area with bookshelves in the background. The text 'NEBOSH HSE Introduction to Incident Investigation' and 'Qualification guide for learners' is overlaid on the image.

NEBOSH HSE Introduction to Incident Investigation

Qualification guide for learners

Contents

Qualification overview

Qualification key features	4
----------------------------	---

Qualification summary

Who is the qualification designed for?	6
Benefits for learners	6
Benefits for employers	6
Syllabus development and review	6
Notional learning hours	6
Achieving the qualification	7
Individual learner feedback	7
Re-sitting unit(s)	7
Issue of qualification parchment	7
Finding where to study	7

Syllabus

Syllabus summary	9
Learning outcomes and assessment criteria	9

Qualification overview

Qualification overview

Qualification key features

Unit prefix and title	Unit INV1: Introduction to incident investigation	
Assessment	Type	Time
Unit INV1	Practical assessment	Approximately 60 minutes
Modes of study	Taught (face-to-face and online) eLearning	
Notional learning hours	Teaching and assessment: 7 Pre-course reading: 3 Total hours: 10	
Qualification level and number of credits	SCQF Level 6/ RQF Level 3 1 SCQF credit point	
Entry requirements	None	
Recommended minimum standards of English	Equivalent to an International English Language Testing System 5.0 or higher	
Languages available	English	
Assessment dates	On-demand only	
Qualification grades	Pass Refer	
Parchment issue	Issued within 20 working days of the result declaration date for the successfully completed unit.	

Qualification summary

Qualification summary

Who is the qualification designed for?

The qualification is aimed at managers, supervisors, SHE Champions, union representatives and aspiring health and safety practitioners. It would not be suitable for current health and safety practitioners.

Benefits for learners

Upon completion of this qualification you will be equipped with the necessary skills to carry out an unaided incident investigation of a non-complex incident. The qualification will take you through the four steps to a good incident investigation. This includes providing you with the skills required to identify the immediate, underlying and root causes of incidents.

Witness interviewing is a valuable skill for an incident investigator. The qualification, therefore, introduces you to the PEACE model for interviewing. Once you have gained an understanding of the PEACE process you will be able to apply this to two incident interviews as part of your final assessment.

The knowledge, understanding and skills that you will gain from this qualification will also allow you to contribute to team investigations of larger-scale incidents.

Benefits for employers

NEBOSH has collaborated on the development of this specialist qualification with the British health and safety regulator, the Health and Safety Executive (HSE). HSE inspectors have noted that incident investigations were generally very poor. The collaboration, therefore, combines the advanced technical expertise of the HSE with NEBOSH's ability to deliver strong vocational qualifications. Therefore, your employer will benefit

from having an 'in-house' trained incident investigator who can carry out good quality incident investigations.

Your employer will also benefit from learning lessons from incident investigations. Once the root cause(s) of an incident have been identified and additional control measures put into place to deal with these causes, then there should be no recurrence of the same type of incident. In the longer term, this will save your employer money.

Syllabus development and review

The syllabus has been reviewed and revised by NEBOSH and the HSE following input from key employers, learners, Learning Partners, and subject-matter experts.

Notional learning hours

It is expected that this qualification will be delivered over the equivalent of one day (depending on the mode of study).

You will be required to undertake three hours of pre-course reading before your course commences. Some suggestions for this pre-course reading include:

- reading and understanding the requirements of your organisation's incident investigation policy;
- reviewing a sample of your organisation's previous incident investigation reports to find what lessons have been learnt; and
- reviewing some of the incident investigation case studies from the HSE's website that may be relevant to your organisation.

If you require further guidance, please contact your Learning Partner.

Qualification summary

Achieving the qualification

The qualification has one unit assessment: a 60 minute practical assessment.

You must achieve a 'Pass' in order to be awarded the qualification.

Individual learner feedback

For more information on the assessment feedback provided for this qualification, please visit the NEBOSH website.

Re-sitting unit(s)

You may resit if a 'Refer' result is received. There is no limit on the number of times you can resit a unit. You must register and pay the current fee(s) by the registration closing date for the relevant examination sitting.

Issue of qualification parchment

When you have achieved a 'Pass', you are considered to have completed your qualification. We will then dispatch your qualification parchment within 20 working days.

Finding where to study

You can search for Learning Partners (the people that provide your training course) on our website: Where to study.

Note: it is best to check directly with the Learning Partner for up-to-date information on course dates.



"I completed the NEBOSH HSE Introduction to Incident Investigation qualification to strengthen my ability to identify the true underlying causes of workplace incidents and near misses. The training provided valuable insights and techniques that have enabled me to turn investigations into opportunities for engagement, learning, and cultural improvement."

Magimairaj Bose

Manager - HSE Compliance and Governance
Drydocks World

Syllabus

Syllabus summary

Element		Recommended tuition hours	Pre-course reading hours
1	Introduction to incident investigation	6 taught hours 1 assessment hour	3
1.1	Incident terminology, the moral, legal and business arguments for investigations and management system requirements		
1.2	Human factors		
1.3	Investigating incidents		
1.4	Positive interview strategies and barriers to successful interviews		

Learning outcomes and assessment criteria

Learning outcome You will be able to:	Related content	Assessment criteria	Assessment
Understand why and how incident investigations are carried out and how human factors contribute to incidents	1.1–1.2	Understand incident terminology, the moral, legal and business arguments for investigations and management system requirements Recognise how human factors can contribute to an incident	Application of knowledge by analysis of a theoretical incident investigation
Understand how to investigate incidents and confidently carry out an investigation	1.3–1.4	Understand the process for investigating incidents Outline positive strategies that can be adopted for interviews following incidents and the barriers to successful interview outcomes	