

**Training Title**

**PREPARE RCA FOR BASIC INCIDENT AND TAKE CORRECTIVE ACTIONS**

**Training Duration**

**5 days**

**Training Venue and Dates**

REF ME090	Prepare RCA For Basic Incident and Take Corrective Actions	5	03-07 Feb. 2025	\$6,500	Madrid, Spain
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**Training will be held at any 4 or 5-star Hotels. The exact venue will be informed of later.**

**Training Fees**

- \$6,500 per participant for Public Training including Course Materials/Handouts, Tea/Coffee, Refreshments & Lunch

**Training Certificate**

**Define Management Consultancy & Training Certificate of course completion will be issued to all attendees.**

**INTRODUCTION**

**In the realm of modern operations and services, incidents are an inevitable part of the landscape. Whether minor hiccups or major disruptions, incidents demand swift and effective resolution to minimize impact and restore normalcy. Root Cause Analysis (RCA) serves as a pivotal tool in this endeavor, offering a structured approach to understanding the underlying factors contributing to an incident. By delving deep into the root causes, organizations can not only address immediate concerns but also implement corrective actions to prevent recurrence and bolster resilience. In this RCA report, we embark on a journey to dissect a basic incident, explore its causative factors, and delineate actionable steps to rectify the underlying issues, thereby fortifying our systems and processes against future disruptions.**

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**TRAINING OBJECTIVES:**

- **This course provides clarification of regulatory expectations and guidance, and the Essential skills necessary to ensure effective and efficient investigations.**

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Topics will examine each step of the investigation process from failure identification and notification through documentation.

- Participants will practice root cause analysis techniques and identify corrective and/or preventive actions towards successful remediation.

At the end of this course, you should be able to:

- Dealing with the root causes of failures (Physical Roots and Human Roots.) in Industrial Activities.
- Know How the Multiple Roots Interact.
- Handle the General Analysis Techniques and the Root Cause Failure Analysis Methodology
- Carry out Troubleshooting (as an Extension of Failure Analysis) and to be acquainted with the Causes of Machinery Failures. How to analyze Machinery Component Failures
- Establishing Safe Operating Limits for Machinery and Regulatory Compliance Issues.
- Distinguish the Sources of Stresses, Overload failures, Understanding and Recognizing Corrosion and the available effects as well as the Lubrication and co relation with Wear.
- Understand the Interpretation of Collected Data through Vibration Analysis
- Formalize Failure Reporting as a Teaching Tool
- Communicate the "Seven-Cause Category Approach" to Root-Cause Failure Analysis

### WHO SHOULD ATTEND

This course is designed for personnel who are responsible for the failure and deviation in investigation process in a GMP (global process management) environment and maintenance engineers. This course will be practical in its application and particularly valuable to those newer to this field or those who wish to refresh their knowledge of root cause analysis and investigative techniques.

### TRAINING METHODOLOGY

A combination of class lectures, case studies or examples and group discussion. The course will be intensive but practical and highly interactive. Participants are encouraged to participate actively and to ask questions especially pertaining to specific problems. At the end of the session there will be a question-and-answer session to allow participants enough time to seek answers to grey areas and to seek clarifications to any misconceptions or problems they may have regarding the subject concerned to the course. There will also be some indoor experiential activities to enhance learning.

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- 30% Lectures
- 30% Workshops and work presentation
- 20% Group Work& Practical Exercises
- 20% Videos& General Discussions

## COURSE CONTENTS:

### 1. What is failure

- ✓ THE CAUSES OF FAILURES
- ✓ The purpose of RCFA (Root cause failure analysis)
- ✓ EFFECTIVE USE OF THE ANALYSIS
- ✓ PERSONNEL REQUIREMENTS
- ✓ When to use of RCFA method

### 2. Understanding the roots

- ✓ PHYSICAL ROOTS
- ✓ HUMAN ROOTS
- ✓ Problem- Solving Process
- ✓ Define and Verify Root Causes
- ✓ Corrective Actions

### 3. RCA Techniques

- ✓ The Fault Tree Approach& Role of Fault Trees in a PRA
- ✓ The 5(five) whys
- ✓ Fault Tree Analysis
- ✓ Fault tree construction

### 4. Pareto Analysis

### 5. Fishbone Diagram

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### 6. HUMAN ERROR & ITS CAUSES

### 7. Risk management

- ✓ QUANTITATIVE RISK (QRA)
- ✓ QUALITATIVE RISK
- ✓ Performance measurement

### 8. RCM Principles and Methodology

- ✓ RELIABILITY AND RISK PREDICTION

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- ✓ **ACHIEVING RELIABILITY AND SAFETY-INTEGRITY**
- ✓ **FAILURE RATE AND MEAN TIME BETWEEN FAILURES**
- ✓ **THE METHODOLOGY**
- ✓ **THE RELIABILITY PREDICTION METHOD**
- ✓ **The RCM task selection**
- ✓ **Methods of modeling**
- ✓ **The RCM implementation**
- ✓ **FMEA (FAILURE MODE AND EFFECT ANALYSIS)**
- ✓ **SAFETY INTEGRITY LEVELS (SIL)**

### **9. FAILURE REPORTING**

- ✓ **Collecting the Data**
- ✓ **Reporting Equipment Failures**
- ✓ **Reporting Software Problem**

### **10. ANALYSIS**

- ✓ **Failure Analysis Process**
- ✓ **Failure Review Board**
- ✓ **Root Cause Analysis**
- ✓ **Failed Parts Procurement**
- ✓ **Corrective action**

### **11. Maintenance management system**

- ✓ **Reactive Maintenance**
- ✓ **Preventive Maintenance**
- ✓ **Predictive Maintenance**
- ✓ **Proactive Maintenance**
- ✓ **Reliability Centered Maintenance**
- ✓ **Equipment Reliability Metrics**
- ✓ **Lateral learning**
- ✓ **LEARNING FROM FAILURE**
- ✓ **Performance monitoring**

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### **12. Preventive / Corrective Actions (CAPA) Guidelines**

- ✓ **Corrective Actions**
- ✓ **Preventive Actions**
- ✓ **Differences between Corrective and Preventive Actions**
- ✓ **CAPA Procedures (Report Source, Explanation of the Problem, Evidence of the Problem.)**
- ✓ **Evaluation (Potential Impact Assessment of Risk. Remedial Action.)**
- ✓ **Investigation (Objective, Procedure, Responsibility / Resources.).**
- ✓ **Analysis (Possible Causes / Data Collection, Results and Data, Root Cause Analysis)**
- ✓ **Action Plan.**

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✓ **Action Implementation**

**NOTE:**

**Pre & Post Tests will be conducted.**

**Case Studies, Group Exercises, Group Discussions, Last Day Review & Assessments will be carried out.**



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