

EFFECTIVE WORKPLACE INVESTIGATIONS

Do you or your team have the basic skills needed to undertake a workplace misconduct investigation?

DIAGNOSTIC

Do you or your team need to know more about :

- » investigation planning
- » evidence gathering
- » conducting interviews
- » evidence analysis
- » reporting on investigations?

THE TRAINING PROGRAMME

This is an online programme for anyone who needs basic skills in workplace investigations. We will train a maximum of 25 people on this programme.

This is a self-paced programme with work to be completed in a four-day window between 29 November – 2 December 2021.

ABOUT THIS COURSE

The OSACO Online Effective Workplace Investigations Basic Course has been designed by highly experienced trainers to provide participants with an introduction to undertaking workplace misconduct investigations. The workshop covers the core principles of investigations and investigative techniques.

The online content includes facilitated live sessions, lectures, pass/fail knowledge tests, and three practical components that must be submitted in the allotted time to obtain a Certificate of Completion.

[REGISTER YOUR INTEREST](#)

WHO IS THIS FOR?

This programme is for individuals or groups of colleagues who need basic workplace investigation skills.

This course will assist those working in the humanitarian, developmental, governmental and corporate sectors.

WHAT WE COVER

This programme seeks to provide basic workplace investigation skills.

Specific topics include:

- » investigation planning
- » evidence gathering
- » conducting interviews
- » evidence analysis
- » reporting on investigations

PARTICIPANTS ACHIEVE AN UNDERSTANDING OF

- » investigation planning
- » principles of evidence gathering
- » interview techniques
- » how to analyse evidence
- » how to report on an investigation

O S A C O
HUMAN RISK FACTORS

EFFECTIVE WORKPLACE INVESTIGATIONS

ABOUT OSACO

OSACO Group are global experts in human fallibility and the risk impact for organisations: how it impacts the integrity and effectiveness of businesses and institutions of all kinds; how it corrodes our trust in them, and what can be done about it.

OSACO have a wealth of experience in what can go wrong when people go wrong in organisations, and what to do about it: how to anticipate misconduct and take proactive steps to reduce it; how to ensure people are working in keeping with an organisation's stated aims and that what it accomplishes is what's intended— not the opposite.

Everything we do is about a proactive approach to risk, organisational learning and effectiveness: how to learn from experience and act on it, evolving, adapting and getting wiser for next time.

OSACO Group was originally formed in response to growing global demand for experienced investigators, compliance and risk management specialists in the humanitarian sector. Since then our work has rapidly expanded to encompass a wide range of activities with clients across the world in corporate business, humanitarian aid and development, the finance sector and international sports.

COURSE FEE

USD\$600 per person.

Contact us for fees for face-to-face delivery of this course.

TO REGISTER

To secure a spot on this open course for yourself or for a group of colleagues please register your interest here before **15 November, 2021**.

Terms and conditions for registering for our workshops can be viewed [here](#).

OSACO PROGRAMMES

This is a companion programme for OSACO's Online Advanced Interview Course.



WE LOOK FORWARD TO HEARING FROM YOU.

We're always open for a conversation so please do get in touch.

All conversations with us are considered confidential, handled with discretion and, of course, without any obligation.

EMAIL US TO REGISTER

info@osacogroup.com