



## Ohio Administrative Code

### Rule 3745-104-32 Program three prevention program: incident investigation.

Effective: August 5, 2021

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- (A) The owner or operator shall investigate each incident that resulted in, or could reasonably have resulted in a catastrophic release of a regulated substance.
- (B) An incident investigation shall be initiated as promptly as possible, but not later than forty-eight hours following the incident.
- (C) An incident investigation team shall be established and consist of at least one person knowledgeable of the process involved, including a contract employee if the incident involved work of the contractor, and other persons with appropriate knowledge and experience of the process involved to thoroughly investigate and analyze the incident.
- (D) A report shall be prepared at the conclusion of the investigation and include at a minimum:
- (1) Date of incident.
  - (2) Date investigation began.
  - (3) A description of the incident.
  - (4) The factors that contributed to the incident.
  - (5) Any recommendations resulting from the investigation.
- (E) The owner or operator shall establish a system to promptly address and resolve the incident report findings and recommendations with resolutions and corrective actions documented.
- (F) The incident investigation report shall be retained for five years and reviewed with all affected personnel whose job tasks are relevant to the incident findings, including contract employees where



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applicable.

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