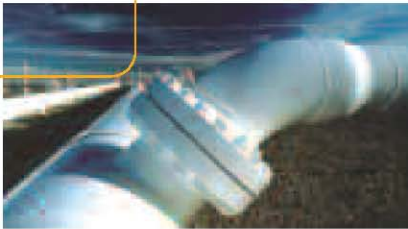
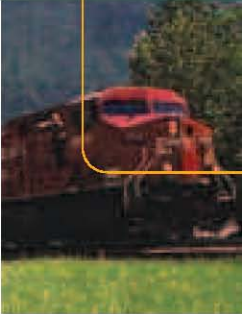




Investigation Process



TSB



Who We Are

The Transportation Safety Board of Canada (TSB) is an independent agency that investigates marine, pipeline, railway and aviation transportation occurrences. Its sole aim is the advancement of transportation safety. It does not assign fault or determine civil or criminal liability.



Mission

The mission of the TSB is to conduct independent safety investigations and communicate risks in the transportation system.



What We Do

Approximately 4000 transportation occurrences (accidents and incidents) are reported to the TSB each year. These occurrences are wide-ranging – from accidents involving small aircraft to engine-room fires on ships, from pipeline ruptures to train derailments. When notified of an occurrence, the TSB will assess the circumstances to determine if an investigation is warranted; this assessment may involve the deployment of an investigation team to the occurrence site.

An individual occurrence will be investigated when there is high probability that an investigation will advance Canadian transportation safety, meaning there is significant potential for reducing future risk to persons, property or the environment.



In addition, the TSB occasionally aids in foreign investigations and may represent Canadian interests in foreign investigations involving ships, pipelines, railway rolling stock or

aircraft that are registered, licensed or manufactured in Canada.

The TSB also monitors general trends and emerging safety issues. The Board reviews developments in transportation safety and identifies safety risks that it believes government and the transportation industry should address to reduce further injury and loss.

Our Resources

The TSB has approximately 230 employees in offices nationwide. Its head office is located in Gatineau, Quebec,

and its engineering laboratory is in Ottawa.

Investigative staff are located in regional offices across Canada and can respond quickly to transportation accidents and incidents anywhere in the country.



Our Methodology

There are three main phases of a TSB investigation: the Field Phase, the Post-Field Phase and the Report Production Phase.



FIELD PHASE

Once the decision has been made to investigate an occurrence, an Investigator-in-Charge (IIC) is appointed and an investigation team is assembled. The makeup of the team is based on the circumstances of the occurrence and investigation needs, and may consist of operations, equipment, maintenance, engineering, scientific and human performance specialists. The number of investigators sent to an occurrence site varies from one or two, for a relatively straightforward investigation, to 10 or more for a major investigation.

The field phase can last from one day to several months. During the field phase, team members generally:

- secure and examine the occurrence site;
- examine the equipment, vehicle or wreckage;
- interview witnesses and company and government personnel;
- collect pertinent information;
- select and remove specific wreckage items for further examination;
- review documentation; and
- identify potential unsafe acts and unsafe conditions.

POST-FIELD PHASE

Significant investigation activity takes place after the TSB team departs the occurrence site. The post-field phase can take many months, depending on the investigation's size and complexity. During the post-field phase, the TSB may:

- examine all pertinent company, vehicle, government and other records;
- examine selected wreckage in the laboratory and test selected components and systems;
- read and analyze recorders and other data;
- create simulations and reconstruct events;
- review autopsy and toxicology reports;
- conduct further interviews;
- determine the sequence of events; and
- identify safety deficiencies.

When safety deficiencies are suspected or confirmed, the TSB will advise the appropriate person or authority as quickly as possible, without waiting until publication of the final report, so that the problem can be corrected. The Board may make formal recommendations to draw immediate




attention to particular safety deficiencies. The TSB practice is not to wait for a final report, or until an investigation is complete, to make important safety information public.

At the end of the post-field phase, the IIC produces an initial draft investigation report.

REPORT PRODUCTION PHASE

The Board reviews the initial draft investigation report, which may be approved, amended or returned for further staff work. Once the draft report is approved, a confidential draft report is sent to persons and corporations whose interests may be affected by the report and who are most qualified to comment on its accuracy. They then have the opportunity to dispute, correct or contradict information that they believe is incorrect or unfairly prejudicial to their interests.



This process is intended to ensure procedural fairness and the accuracy of the Board's final report. The Board considers all representations (comments) and will amend the report if required. Once the Board approves the final report, it is prepared for release to the public.

The TSB aims to publish investigation reports as quickly as possible. However, the agency takes the time necessary to do a thorough investigation and to produce a report that advances safety and meets the expectations of the Canadian public and the transportation industry.

Who Is Involved in a TSB Investigation

Many individuals and groups cooperate with the TSB in fulfilling its mandate. During an investigation, the TSB works with all levels of government, transportation companies, equipment manufacturers, and individuals such as survivors, witnesses, next of kin and operators. The TSB also works with coroners and medical examiners, police, fire departments and search-and-rescue teams. Cooperation is essential in order for the TSB to carry out its functions.



SURVIVORS AND NEXT OF KIN

When fatalities occur, the police, coroner/medical examiner, or transportation company will inform the next of kin. The TSB keeps survivors and next of kin informed at various stages of the investigation and may request interviews with them to assist in the investigation.

WITNESSES AND OTHERS WITH KNOWLEDGE RELATED TO THE OCCURRENCE

TSB investigators conduct interviews with anyone who may be able to assist them with their investigation. If you are asked to provide information, you may wish to be accompanied by a family member, union representative, lawyer, friend or another person of your choice.



Interview summaries, transcripts and recordings are kept on file by the TSB. If you wish, you may request a copy of your interview. *The statements in your interview are protected under the Canadian Transportation Accident Investigation and Safety Board Act, the Access to Information Act, and the Privacy Act. Names do not appear in the Board's report.*

OBSERVERS

The Board may grant observer status to persons who, in its opinion, have a direct interest in the subject matter of the investigation and can potentially contribute to the advancement of transportation safety. In this regard, representatives from transportation companies, equipment manufacturers and regulatory agencies often attend investigations under the supervision of an investigator and in accordance with the conditions imposed by the Board.



DESIGNATED REVIEWERS

The Board designates reviewers based on such considerations as their ability to comment on the technical accuracy of the report and whether their interests may be affected by the report. Designated Reviewers are encouraged to concentrate on the areas of the report that are related to their area of involvement and expertise.

If an individual or a corporation named as a Designated Reviewer by the Board elects to be represented by another party, for example a lawyer or a family member, the Designated Reviewer must submit a request in writing to the Board for its approval. Once the request is approved, all further correspondence from the Board will be sent to the authorized representative.

Access to Investigation Information

Each investigation has an occurrence file number to help speed up information requests. The TSB makes available factual information about the circumstances of the occurrence throughout the investigation. Safety information is shared *immediately* with those who can make changes to improve safety and may take the form of recommendations, safety advisories or safety information letters.

For many types of information, including on-board recordings, representations to the Board, and personal information such as witness statements, there are stringent restrictions on who may access the information and how it may be used.

For More Information

For more information on the TSB, its policies, processes and investigation reports, consult our web site at www.tsb.gc.ca.



Investigation Process

Additional information on the TSB's activities is available online at www.tsb.gc.ca. TSB offices can be reached during working hours (local time) at the following phone numbers:

Head Office	
Gatineau, Quebec	(819) 994-3741
Greater Halifax, Nova Scotia	(902) 426-2348
Québec, Quebec	(418) 648-3576
Montréal, Quebec	(514) 633-3246
Greater Toronto, Ontario	(905) 771-7676
Winnipeg, Manitoba	(204) 983-5548
Calgary, Alberta	(403) 299-3912
Edmonton, Alberta	(708) 495-3865
Greater Vancouver, British Columbia	(604) 666-5826

Services available in English and French.

TTY: (819) 953-7287

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4th Floor
Gatineau, Quebec K1A 1K8