

Kelvin TOP-SET is a world-leading provider of Professional Incident Investigation Training, Software and Services.

Spanning the globe, Kelvin TOP-SET works with leading companies across all industries to develop incident investigation and problem-solving capacity to improve health, safety, environmental, quality, security and operational performance.

As part of the service offering, Kelvin TOP-SET investigates incidents for clients - the most notable is the Gulf of Mexico 'Deepwater Horizon' incident in 2010.

The TOP-SET Process

Investigators and companies benefit from consistent investigations and a robust and standardised approach to writing effective incident reports using the proven 6-step process.

The key steps are colour coded throughout the process for ease-of-use; where the TOP-SET process excels (and where it differs from many other investigation systems) is that it guides users through a key stage of the investigation process – Planning.

The Kelvin TOP-SET process uses a set of indicators, commonly found in all incidents, as a framework to be used during the investigation process:

Technology

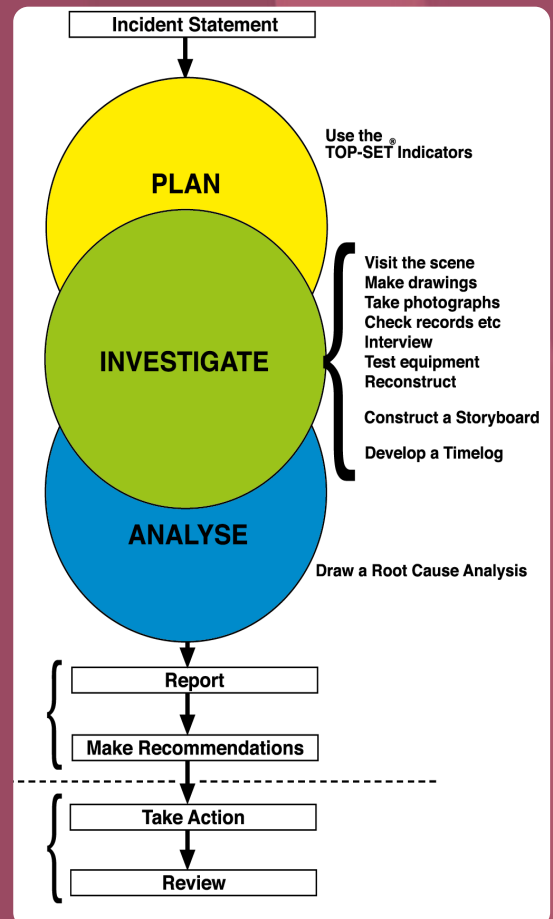
Organisation

People

Similar Events

Environment

Time



Structured | Comprehensive | Easy to use | Consistent | Time-saving | Preventive



Courses, Services & Software

Traditional (face to face) Incident Investigation Courses

- 1-Day Investigator Course - for investigation team members
- 3-Day Senior Investigator Course - for investigation team leaders
- Train the Trainer - to become a TOP-SET Tutor in your company
- 5-Day Corporate Adoption Programme - for the ultimate introduction to the TOP-SET System
- Incident Investigation Familiarisation Session for Senior Leaders
- Refresher Course - for Senior Investigators
- Report Writing & Reviewing Course - to improve incident report writing and reviewing

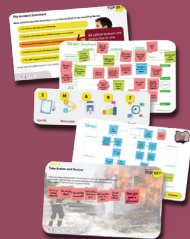
Tutor-led Virtual Cloud Classroom Courses

Online, interactive courses using world-leading technology to remotely develop practical investigation skills. Delegates work in online / remote tutor-led teams with active participation using intensive case studies and other collaborative exercises.

- Introductory Investigator (1-Day) - learn how to become an active member of the investigation team from anywhere in the world
- Incident Investigation Course (2-Days) - comprehensive course enables participants to conduct investigations
- Refresher Course for Senior Investigators (1-Day) - for Senior Investigators to maintain validity of 3-Day qualification

E-Investigation Fundamentals

The course covers the main principles of the TOP-SET system for organisational problems, for 'every-day life' and for performance improvement.



Incident Investigation Services

Remote or on-site investigators to lead / assist with:

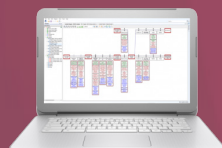
- Investigations
- Reviewing investigation reports
- Reviewing and developing investigation policy / procedures



Investigation Software

- One platform to analyse all incidents
- Choose from 5 globally accepted incident analysis methods (including TOP-SET RCA)
- Organise evidence
- Automatically produce and customise reports

IncidentXP



IncidentXP logos and trademarks are the property of CGE and used by permission.

Investigation App – free to all TOP-SET delegates

- Outlines the TOP-SET Process
- Helpful reminders to improve investigations
- Promotes consistency of approach
- Works on all operating systems



Structured | Comprehensive | Easy to use | Consistent | Time-saving | Preventive

www.kelvintopset.com
+44 (0) 1475 560 007
info@kelvintopset.com

