

# Human Factors Investigators Checklist

EVENT:

NAME OF INVESTIGATOR(S):

ACTS (check all that apply)	BRIEFLY DESCRIBE EACH ACTION RECOGNIZED
<input type="checkbox"/> <b>DECISION EVENT:</b> Are factors in that occur when an individual proceeds as intended, yet the plan proves inadequate or inappropriate for the situation, e.g. "An honest mistake."	
<input type="checkbox"/> <b>SKILL EVENT:</b> Are behavior errors that occur when a specific action is performed in a manner that leads to a mishap.	
<input type="checkbox"/> <b>PERCEPTION EVENT:</b> Are influences or factors when mis-perception of an object, threat or situation, (such as visual, auditory, proprioceptive, or vestibular illusions, cognitive or attention failures, etc.), results in human error.	
<input type="checkbox"/> <b>VIOLATIONS:</b> Are factors when the individual intentionally breaks the rules and instructions.	
PRECONDITION (check all that apply)	BRIEFLY DESCRIBE EACH CONTRIBUTING FACTOR RECOGNIZED
<input type="checkbox"/> <b>PHYSICAL ENVIRONMENT:</b> Are factors such as weather, climate, fog, brownout (dust or sand storm) or whiteout (snow storm) that affect the actions of individual.	
<input type="checkbox"/> <b>TECHNICAL ENVIRONMENT:</b> Are factors when automation or the design of the workspace affects the actions of an individual.	
<input type="checkbox"/> <b>COMMUNICATION:</b> Refers to the interactions among individuals, crews, and teams involved with the preparation and/or performance of a mission that resulted in an error or an unsafe situation.	
<input type="checkbox"/> <b>SELF IMPOSED STRESS:</b> Are factors when an individual demonstrates disregard for rules that govern the individual's readiness to perform or exhibits poor judgment when it comes to readiness and this contributes to an error.	
<input type="checkbox"/> <b>AWARENESS (COGNITIVE) FACTORS:</b> Are factors when attention management conditions affect an individual's performance and this state contributes to an error.	
<input type="checkbox"/> <b>PSYCHOLOGICAL:</b> Are factors when an individual experiences a psychological event that compromises performance and this condition contributes to an error.	
<input type="checkbox"/> <b>PHYSIOLOGICAL:</b> Are factors when an individual experiences a physiological event that compromises performance.	
<input type="checkbox"/> <b>MEDICAL / MENTAL:</b> Are factors when an individual, temporarily or permanently, lacks the physical or mental capabilities to cope with a situation and this condition contributes to an error.	
<input type="checkbox"/> <b>PERCEPTION:</b> Are factors resulting in degraded sensory inputs (visual, auditory or vestibular) that create a mis-perception of an object, threat or situation.	

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Rev: 1.1

Only the current revision will be accepted.

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SUPERVISION (check all that apply)	BRIEFLY DESCRIBE EACH FACTOR RECOGNIZED
<input type="checkbox"/> <b>FAILURE TO CORRECT A KNOWN PROBLEM:</b> Are factors in a mishap when supervision fails to correct known deficiencies in documents, processes or procedures, or fails to correct inappropriate or unsafe actions of individuals, and this lack of supervisory action creates an unsafe situation.	
<input type="checkbox"/> <b>INADEQUATE SUPERVISION:</b> Is a factor in a mishap when supervision proves inappropriate or improper and fails to identify hazard, recognize and control risk, provide guidance, training and/or oversight and results in human error or an unsafe situation.	
<input type="checkbox"/> <b>PLANNED INAPPROPRIATE OPERATIONS:</b> Are factors when supervision fails to adequately assess the hazards associated with an operation and allows for unnecessary risk. It is also a factor when supervision allows non-proficient personnel to attempt missions beyond their capability or when crew or flight makeup is inappropriate for the task or mission.	
<input type="checkbox"/> <b>VIOLATIONS:</b> Are factors when supervision while managing organizational assets willfully disregards instructions, guidance, rules, or operating instructions and this lack of supervisory responsibility creates an unsafe situation.	
ORGANIZATIONAL (check all that apply)	BRIEFLY DESCRIBE EACH FACTOR RECOGNIZED
<input type="checkbox"/> <b>CULTURE / CLIMATE:</b> Are factors when the attitudes, values, beliefs or morale negatively impact operations and/or increase operational risk.	
<input type="checkbox"/> <b>ORGANIZATIONAL OPERATIONS:</b> Are factors when organizational processes, procedures, risk management and oversight negatively impact operations.	
<input type="checkbox"/> <b>RESOURCES:</b> Are factors when the people or products an organization needs to accomplish a mission are in-adequate or improper and this condition reduces system safety or increases operational risk.	

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