



Do you take part in fact-finding workplace meetings or enquiries?

Have you ever been asked to conduct a workplace investigation or manage a case?

Do you make critical business decisions based on fact, accuracy, and detail?

Intersol Global are providing the following public training workshops:

Managing Investigation Meetings

(Unit 1 of 2 units of a Level 3 Certificate in Investigative Interviewing
- RQF A/507/9770)

CONTENT

- How investigative interviewing applies to investigation meetings
- Conversation management
- The 3 C's model
- Dealing with information and evidence
- Ethical questioning
- Dealing with difficult interviewees and conversations
- Obtaining detail to assist the decision maker.
- Case study practical

RESERVE A PLACE

+44 (0)845 388 5467

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www.intersolglobal.com



WHO SHOULD ATTEND?

- Public and private sector investigators
- HR workplace investigators
- Regulators
- Health and Safety Officers
- Financial Services
- Legal Services
- Audit and Compliance

BENEFITS

- Protect brand and reputation whilst underpinning company values
- Identify, reduce and manage risk
- Provide internal consistency and confidence
- Energise, motivate and empower staff
- Increase revenue and reduce costs
- Reassure regulators and avoid sanctions

DATES

4 x 2-day workshops available:

- Tuesday 10th + Wednesday 11th April 2018,
- Saturday 21st + Sunday 22nd April 2018
- Tuesday 15th + Wednesday 16th May 2018
- Saturday 19th + Sunday 20th May 2018

*Courses will be confirmed based on the number of bookings 3 weeks prior to the course dates.

VENUE

Cheadle House, Royal Crescent, Cheadle,
Cheshire SK8 3FS

Room, Bed & Breakfast available,
call Tel: +44 (0)161-492-1066

Request Intersol Global for discounted room rate

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Payment to be made via bank
transfer or cleared cheque.