



Course Description:

This course will cover theoretical and practical elements of workplace fire and emergency situations as defined in Australian Standards 3745-2010. It provides the skills and knowledge for those who may be required to act as Fire and Emergency Wardens within a workplace's Emergency Control Organisation (ECO) and to be able to recognise and control small emergencies on-site. This session includes the use of fire extinguishers.

Entry Requirements:

The ability to;

- Report/record faults and defects according to organisational procedures
- Gain access to, and interpret, material safety data sheets (MSDSs)
- Access and understand company/organisation standard operating procedures (SOPs)
- Access and comply with WHS / OHS legislation
- Relate to a range of people from a range of cultural, linguistic, social and ethnic backgrounds, and a range of physical and intellectual abilities
- Interpersonal communication
- Communicate clearly by the means specified in the emergency plan
- Communicate effectively and assertively and show leadership in an incident
- Use literacy and numeracy skills as required to read, interpret and apply guidelines and protocols
- Use literacy and numeracy skills to adequately interpret documentation available in line with State/Territory regulations, legislation and policies
- Perform manual handling tasks and strenuous activities

Prerequisites:

There are no prerequisites for this unit.

Course Content:

- Types of emergencies
- Planning principles
- Effective emergency control
- Roles and responsibilities of the Emergency Control Organisation (ECO)
- Roles and responsibilities of members of the public emergency service
- Emergency Control Organisations' system for preparing for emergencies
- Responding to emergency reports and signals
- Emergency evacuations
- Duties of wardens
- Human behaviour in emergencies behaviour
- Evaluating emergencies in the workplace
- Basic fire behaviour

Assessment:

Assessment of knowledge will be conducted by use of a workbook and verbal questioning. Participants will also be required to demonstrate competence through a range of practical activities.

Delivery Method:

Face to Face training will be conducted over a period of 3.5 hours including both theory and practical components. Training can be conducted both on or offsite site provided access to a range of emergency equipment appropriate to the sites emergency plan and a suitable training room is available for use.

Group Size:

To ensure quality training and a safe learning environment, the maximum allowable group size is 12 participants.

Participant Responsibilities:

Participants are required to be on time for all courses and bring a form of identification such as drivers licence or Medicare card for verification of details listed on the course enrolment form.

For additional Participant Responsibilities, please refer to the Participant Handbook on our website www.parcor.com.au/participant-resources.

What information will PARCOR require?

Due to the assessment requirements of the unit of competency, PARCOR will need to be provided with the following information prior to training commencement;

- Emergency Management Plans

What will your organisation receive?

- Statement of Attainment and wallet card issued to individual participants who successfully complete the requirements of the unit of competency and have a valid Unique Student Identifier (USI).
- A Nationally Recognised Training Summary for your Health and Safety Office compliance file

How often should reassessment be conducted?

AS3745 requires first attack firefighting refresher training at intervals not greater than two years.

Where can I view the unit of competency?**PUAFER005 Operate as part of an emergency control organisation**

<http://training.gov.au/Training/Details/PUAFER005>

PUAFER008 Confine small workplace emergencies

<http://training.gov.au/Training/Details/PUAFER008>