

Fire Warden & Fire Extinguisher

This course has been designed for individuals who are required to implement an emergency response as specified in the facility emergency procedures or specified by a person at a higher level in the emergency control organisation (ECO). Individuals who undertake this work will be working within the command, control, and coordinate structure of the ECO. It includes undertaking pre-emergency planning, taking appropriate actions in an emergency, and assisting with post-emergency activities.

Furthermore, it also involves the skills and knowledge required to confine small emergencies in a facility and it applies to individuals who are required to have first attack firefighting skills. It includes preparing for emergency situations, identifying, and assessing an emergency, safely confining emergencies, using initial response equipment and reporting on the facility's emergency response.

Small emergencies in a facility include incidents such as small fires that can be controlled using a fire extinguisher; chemical spills that can be controlled using facility personal protective clothing and equipment and a spill kit; or a vehicle accident where there is no significant injury or damage.

The course has been developed to cover a broad range of emergencies and facilities as considered in Australian Standard 3745 and Australian Standard 4083. It applies to employees in the workplace within all industries and in all contexts.

Participants in this course will also learn how to effectively:

- Apply Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements
- Assist occupants who may require assistance
- Assist with post-emergency response activities
- Contribute to facility emergency planning
- Give clear directions to occupants and visitors
- Implement safe work practices
- Initiate and control initial emergency response
- Take on a leadership role within emergency control organisation and/or a deputy role for other emergency control organisation positions
- Undertake pre-emergency planning
- Use communications systems
- Wear required emergency control organisation identification
- Brief emergency services personnel
- Comply with legislation, industry standards, codes of practice and regulations concluding facility emergency
- Respond to emergency signals and warnings appropriately
- Communicate with occupants, emergency personnel and stakeholders
- Confine emergencies safely
- Identify and act to avoid or control any associated hazards
- Identify and assess an emergency
- Report facility emergency response
- Restow initial response equipment
- Use initial response equipment
- Utilise risk management processes

Provider of Training and Assessment

This course is delivered and assessed on behalf of
Allens Training Pty Ltd RTO 90909

by

OCD Training, Assessing & Consulting



Important information prior to enrolment

Unit Being Delivered

The following unit(s) will be awarded to successful participants in this course. The certificate will be issued by Allens Training Pty Ltd RTO 90909.

The following units will be included in your certificate:

Course Set - PUAFER005 & PUAFER008

PUAFER005 - Operate as part of an emergency control organisation

PUAFER008 - Confine small emergencies in a facility

Course Delivery

This course will be delivered:

- In the workplace or at an OCD Training, Assessing & Consulting facility
- Online learning with face to face assessment

Entry Requirements

Participants must have the physical capacity to complete all practical demonstrations. This includes wearing suitable identification, assisting occupants, and using communications systems and initial response equipment.

Online study option: Students must have access to a computer, smartphone, tablet, or other electronic devices with access to the internet to complete the online studies and practical assessment.

Course Duration (face to face)

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| • Refresher min. duration | N/A |
| • Blended min. duration | N/A |
| • Face-to-face min. duration | 300 minutes |
| • Online with face-to-face min. duration | 45 minutes |

Assessment Requirements

Individuals undertaking this course will be expected to complete both written and practical assessment tasks.

Certificate Renewal Requirements

This certificate does not require renewal

Course Fees and Payments

- Please refer to our booking calendar for individual **Course Fees**.
- **Refund and fee protection policy** – Please refer to the student handbook.
- **Payment Terms** – Payment for individual participants is upfront, group booking payment terms are based on agreement between the client and service provider.

Work Placement Arrangements

No work placement will be required as part of this course.

Learners Rights, Responsibilities and Support, including Complaints

Please note that enrolment to this course is made with Allens Training Pty Ltd RTO 90909. Please refer to the student handbook located on the RTO website allenstraining.com.au

(<https://allenstraining.com.au/students/student-handbook>) for all details relating to rights and responsibilities including complaints and appeals.

What happens at the course?

Learning Activities

Delivery of course information and learning activities.

Assessment Activities

Assessments conducted during face-to-face training session(s) include:

- **Performance tasks:**
 - **Undertake pre-emergency planning**
 - **Operate as part of an ECO in a fire emergency**
 - **Prepare for emergency situations**
 - **Manage a small chemical spill**
 - **Put out a small paper/wood fire**
- **Documentation - The student must complete the following to the appropriate standard:**
 - **Emergency equipment fault log**
 - **Emergency evacuation incident and debrief form**
 - **Facility emergency plan (extract)**
 - **Incident report**
- **Theory assessment - A written assessment consisting of multiple-choice and short answer questions. The student must complete all assessment questions.**