

## Chief Fire Warden Course

Commonly referred to as the Chief Warden course, this unit applies to individuals who may be required to make decisions about the safety of occupants of a facility during an emergency and to give instructions on the priority order for responding to an emergency incident, including command, control and coordination of facility emergency response procedures, and concluding the facility emergency incident. They may also be required to act as the primary liaison with emergency services. Individuals who undertake this role will generally be members of an Emergency Control Organisation (ECO), acting as chief wardens, deputy chief wardens and communications officers.

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.
- Brief emergency services personnel
- Command, control, and coordinate facility emergency response procedures
- Comply with legislation, industry standards, codes of practice and regulations concluding facility emergency.
- Give clear directions and keep others informed throughout the emergency in accordance with the facility emergency plan.
- Identify evacuation assembly areas.
- Implement facility emergency response procedures.
- Interpret information displayed on emergency control indicator equipment including fire indicator panel, building management system and security management system.
- Prepare for emergencies in a facility.
- Respond to emergency signals and warnings appropriately.
- Undertake pre-emergency planning.

### Provider of Training and Assessment

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

by

TRAINING AND ASSESSMENT DELIVERED ON BEHALF OF



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.

#### **PUAFER006 - Lead an emergency control organisation.**

To view full unit details please visit [www.training.gov.au](http://www.training.gov.au)

### 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

An individual undertaking this course with Allens Training Pty Ltd will need to demonstrate the following to be eligible for entry:

- Capability to complete the practical demonstrations for the course, including:
  - Command, control and conduct regular training exercises.
  - Conduct dynamic risk assessments.
  - Control access to affected areas and monitor evacuation process.
  - Ability to assess emergency and initiate action plans and procedures.
  - Provide debriefing information and compile reports for the emergency planning committee and management.

### Course Duration (face to face)

- **Face to Face – 3 hours** (minimum) – full face to face course
- **Online delivery with face-to-face Practical assessment** – self paced online learning with a scheduled **30-minute** face to face practical assessment.

## Assessment Requirements

Individuals undertaking this course will be expected to complete both written and practical assessment tasks. These are detailed in the sections following.

## Certificate Renewal Requirements

This certificate does not require renewal

## 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](http://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

#### Performance tasks:

- Prepare for emergency situations
- Lead as a chief warden in a fire emergency

**Documentation** - The student must complete the following documentation:

- Emergency evacuation incident and debrief form

**Theory assessment** - A written assessment consisting of multiple-choice and short answer questions. The student must complete all assessment questions.