

Nationally Recognised Warden Course Set

The Wardens are the tactical arm of the ECO, conducting operations as set out in the emergency response procedures such as 'sweep & clear' and directing occupants to evacuate safely.

Course Overview

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. 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.

A full course description can be seen at the end of this document.

Course Units

- PUAFER005 Operate as part of an emergency control organisation
- PUAFER008 Confine small workplace emergencies

Accreditation

Statement of Attainment for the above 2 units.

Duration

Minimum 6 hours of face-to-face training

Location

This course is offered in Canberra but may be conducted onsite for groups of 7 or more throughout NSW and the ACT. Contact Brent Wallis below for bookings and more information.

Student handbook

Trainer – Brent Wallis

0435 794 432

brent.wallis@ferst.com.au

TRAINING AND ASSESSMENT DELIVERED ON BEHALF OF

Available at: <https://allenstraining.com.au/students/student-handbook>

Terms and Conditions

- Minimum student number requirements must be met for the course to be conducted.
- Students will be notified of cancelled/re-scheduled courses via email as soon as practical.
- Course fees will be refunded in full for any courses cancelled by Ferst Training Solutions or by students with at least 24 hours notice (see full terms and conditions at <https://www.ferst.com.au/privacy-policy-terms-conditions-refunds/>)
- If travel is required, minimum student number requirement may increase to compensate or travel costs may be charged.
- FERST Training Solutions' nationally recognised training courses are delivered on behalf of Allens Training Pty Ltd – Registered Training Organisation 90909. Allens Training Pty Ltd are responsible for the quality of the training and assessment and will issue the certificate if the student fulfills the required competency criteria.
- All students undertaking accredited training must supply a Unique Student Identifier (USI) before the training. Students can apply for a USI at <https://www.usi.gov.au/>
- Students will need to provide a valid email address so that we can forward a link to the online enrolment system. Certificates of competency are sent directly to students upon successful completion of assessments.
- Terms and conditions for nationally recognised courses can be found at: <https://allenstraining.com.au/students/student-handbook>

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Full course description

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

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- Restow initial response equipment
- Use initial response equipment
- Utilise risk management processes

Entry Requirements

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

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.

Learning 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.

Assessment Activities

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.

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