

# FIRE & EMERGENCY

## EMERGENCY CONTROL ORGANISATION (ECO) TRAINING PROGRAM 2021

(January – December)

During an emergency, the effective operation of the emergency response is achieved only if all members of the Emergency Control Organisation are familiar with their role and responsibilities.

### CHIEF WARDENS AND DEPUTY CHIEF WARDENS:

If you are a Chief or Deputy Chief Warden for your building, you are required by the University to attend a 1 day Nationally Recognised, Accredited Warden course every 2 years.

This competency based accredited course is based on the WHS Regulations (2012) and AS 3745 Emergency control organisation & procedures for buildings and deals with emergency situations which could arise out of fire, explosion, bomb threat, hazardous substance spillage and all evacuations. A Statement of Attainment will be issued upon successful completion of the training.

#### Elements

Learning elements will include:

- Facts about fire
- Compartmentation and other fire safety features
- Types of emergencies
- Roles and responsibilities of Chief Wardens and Wardens
- Emergency evacuation procedures
- Bomb threat procedures
- Fire prevention strategies

**Duration:** 08:30am to 5:00pm

**Venue:** 24 Crittenden Road, Findon SA 5023

#### Dates:

January : 19<sup>th</sup> only  
February : 9, 23  
March : 9, 23  
April : 13, 27  
May : 25<sup>th</sup> only  
June : 8, 22  
July : 6, 20  
August : 10, 24  
September : 7, 21  
October : 12, 26  
November : 9, 23  
December : 7<sup>th</sup> only

## **FLOOR WARDENS AND DEPUTY FLOOR WARDENS:**

All Floor Wardens are required to attend a Fire and Emergency Training session each year.

### **LEVEL 1 TRAINING (Initial Training)**

It is a requirement by the University, for all Wardens to **initially** attend a 3.5hr training course which includes Nationally Accredited Fire Extinguisher Training.

A statement of Attainment will be issued for the Extinguisher component of the course.

The course is based on the WHS Regulations (2012) and AS 3745 Emergency control organisation & procedures for buildings, and will introduce you to:

- Facts about fire
- Fire safety features
- Types of emergencies
- Roles and responsibilities of Chief Wardens and Wardens
- Emergency evacuation procedures
- Theory and practical use of fire extinguishers

**Duration:** 3.5 hours

**Venue:** 24 Crittenden Road, Findon SA 5023

### **Dates: 2021**

5 <sup>th</sup> February	(0900 – 1230 hrs)	Friday
4 <sup>th</sup> March	(1300 – 1630 hrs)	Thursday
8 <sup>th</sup> April	(0900 – 1230 hrs)	Thursday
7 <sup>th</sup> May	(1300 – 1630 hrs)	Friday
4 <sup>th</sup> June	(0900 – 1230 hrs)	Friday
2 <sup>nd</sup> July	(1300 – 1630 hrs)	Friday
6 <sup>th</sup> August	(0900 – 1230 hrs)	Friday
2 <sup>nd</sup> September	(1300 – 1630 hrs)	Thursday
7 <sup>th</sup> October	(0900 – 1230 hrs)	Thursday
2 <sup>nd</sup> November	(1300 – 1630 hrs)	Tuesday
2 <sup>nd</sup> December	(0900 – 1230 hrs)	Thursday

Please note that positions are limited.

### **LEVEL 2 TRAINING (Ongoing Training) – (Skills Retention)**

Your ongoing training will be conducted following your Emergency Evacuation Exercise and will include a practical demonstration of a CO<sup>2</sup> and Water extinguisher.

**Duration :** 1 hr

**Venue:** On Site

## **TRAINING ATTENDANCE RECORDS**

Training attendance records (from 5/8/02 to date) are available on request from Chubb Training (8400 6643)

## **BOOKINGS**

Please book with Chubb Training Group, Phone: 8400 6643

Please note that positions are limited.

**If you are unable to attend on the day please provide at least 2 day's notice.**

## **FURTHER INFORMATION**

If you require any further information, please contact:

Campus Security - 8313 5990 or Chubb Training Group - 8400 6643