



PST TRAINING (PTY) LTD

PST Training (Pty) Ltd

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Emergency Evacuation Drills & Procedures

Overview

One of the most devastating losses to an organisation is the loss of human life. An emergency evacuation plan can make life-or-death differences for your staff, visitors, vendors and programme participants. The Emergency Evacuation Drills & Procedures course provides the learner with the necessary skills to successfully manage the emergency evacuation of staff, or a building, should an emergency arise. Emergency evacuation drills should also be conducted at least twice a year, to ensure that the company environment is prepared and ready to evacuate when the need arises.

Objectives

- Identify the nature of the emergency to inform further action
- Prioritise and grade the emergency in order to determine evacuation drills and or emergency signals to be used
- Collate information regarding the emergency for relaying purposes
- Conduct continued threat and risk assessments in own area of responsibility

Course Prerequisites

Communication at ABET Level 3 & Mathematical at ABET Level 3

Language of Delivery

English

Delivery Methods

Course is facilitated by a competent subject matter trainer, who utilises a combination of the following techniques to ensure that the session is practical and experiential: Discussion; Role Play; Exercises & Case Studies; Videos/DVD's; Games, Slide Shows & Written Questions.

Training & Evaluation

Training on a 50% theoretical and 50% practical basis.

Who should attend?

All staff

Course Outline

This course consists of the following 3 modules

Module 1	The Nature of the Emergency; Causes of Fire - Natural Causes, Accidental Causes, Societal Causes; What does the Law say?; Procedures to follow in the event of a fire; Emergency Evacuation Process; Steps for the Fire Evacuation for Individuals
Module 2	Actions of Responsibilities and Designated person during a fire alarm signal; Fire Evacuation procedures for Individuals with Disabilities; Responsibilities of the Employer; Evacuation Plan; Places of Assembly and Roll Call; Fire Drills - Comprehensive Fire Drill, Silent Fire Drill, Table Talk Fire Drill; Societal Causes - Hostage Situations, Bomb Threats, Terrorist Actions; Simultaneous Evacuation; Vertical Phased Evacuation; Fire Drill Check List
Module 3	First Responder to a Hostage Situation - Emergency Plan; Emergency Evacuation Procedures; Emergency Evacuation Instructions; Evacuation of Hostage Situation; Bomb & Bomb Threats; Duties & Responsibilities of Fire Wardens / Marshalls; Fire Risk Assessment; Evacuation Signs; Emergency Drill - Role Play Exercise

Additional Information

Duration	1 Day
Includes	<ul style="list-style-type: none"> • Comprehensive Manual • Lunch & Refreshments (not applicable to on-site training) • SAIOSH Accredited (2 CPD credits/points) • Electronic Certificate (on successful completion of the course) • Electronic Delegate Feedback Questionnaire