



Course Outline

Offshore Safety Training Centre
Vung Tau City, Vietnam
Tel : (84) 64 551098
Fax : (84) 64 612699
Email : enquiries@seatagoffshore.com
Website: www.seatagoffshore.com

Emergency Evacuation Warden

COURSE AIM

To provide participants with the necessary confidence, knowledge and skills required to ensure an appropriate response to an emergency in an office environment.

COURSE CONTENT

On completion, participants will be able to demonstrate competence in the theory and practice of the following:

- BASIC EMERGENCY MANAGEMENT
- ESTABLISH AN EMERGENCY PLANNING COMMITTEE
- HAZARD AND RISK ANALYSIS
- DEVELOPING THE EMERGENCY MANAGEMENT PLAN
- IMPLEMENTING THE EMERGENCY MANAGEMENT PLAN
- CHIEF WARDENS DUTIES
- AREA WARDENS DUTIES
- SWITCHBOARD OPERATORS DUTIES
- ESCAPE ROUTES
- LIFTS AND ESCALATORS
- ASSEMBLY AREAS
- FLOOR PLANS

COMPETENCY

Participants are required to pass an assessment of practical skills and a written or verbal examination of theory.

PRE REQUISITES

There are no prerequisites for attending this course.

COURSE DURATION

This course is conducted over one half (1/2) day.

METHOD OF TRAINING

Classroom theory instruction, and practical training sessions.