



EMERGENCY MANAGEMENT TRAINING

Circumstances can arise in any workplace that may require an immediate response to an emergency that has the potential to put at risk the health and safety of workers, contractors and members of the public. All workplaces are required to apply a risk management process to identify the most appropriate methods of responding to any workplace emergency which might typically include fire, explosion, gas leak, chemical spill, armed robbery, act of terrorism etc. The ability of any organisation to respond promptly to any such emergency is dependent upon a number of factors including the ability of workers to follow a pre-determined response plan for these circumstances.

This program is made available in three forms;

Emergency Planning Work Shop is a six hour workshop facilitated by JKA for a workplace cross section group of participants to identify risks, scope the plan and develop a comprehensive Emergency Management Plan for promulgation within the host organisation.

Emergency Management Awareness is a short 1½ hour (excluding practice drill) briefing of all staff through multiple sessions to introduce, explain and reinforce the key requirements of staff during any emergency in strict accordance with the Emergency Management Plan.

Emergency Warden Training Program is a course of 3 hours duration to train staff with emergency warden roles in the site specific protocols.

Aims:

To design, develop, implement and evaluate on a whole of organisation basis an effective Emergency Management Plan.



Duration:

Emergency Planning Work Shop

6 hours

Emergency Management Awareness

1 ½ hours per session

Emergency Warden Training Program

3 hours per group

Aims: To assist any workplace to develop, implement and evaluate on a whole of workplace basis an effective Emergency Management Plan to prevent risks to workers, contractors, visitors and members of the public.

Target Audience: All Staff

Mode of Delivery: Formal presentations, small group work and handouts.

Content:

- Overview of legal requirements
- Australian Standard 3745—2009 Planning for emergencies in facilities
- Hazard & Risk Identification
- Risk Mitigation
- Special needs
- Emergency Communications & Documentation
- Emergency Command & Control Structure
- Evacuation Procedures

Delivered by: Experienced Occupational Health and Safety Practitioners previously holding Senior Inspector position with WorkSafe Victoria for 20 years.

Prerequisites: None

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