

## Fire Warden & Fire Safety Training Synopsis



### Introduction

SFS Fire Engineering Ltd will carry out Fire Safety Training in accordance with the guidelines stipulated in The Regulatory Reform (Fire Safety) Order 2005, Article 8 "Duty to take general fire precautions" & Article 21 "Training". The training will be as per the details shown below, and should be carried out at periodic intervals, (to be determined by the client's "responsible person" but recommended not to exceed a period of 24 months between training sessions), during normal working hours, i.e. 08:00hrs - 17:00hrs Monday to Friday excluding public holidays.

## The Training

SFS Fire will undertake fire safety training of nominated members of staff (up to a maximum of 15 persons, per training session) that will incorporate theoretical and practical components (where suitable conditions prevail). Training sessions will be carried out - am and / or pm commencing at times to be confirmed after agreement with the client.

### Theoretical Training:



PowerPoint presentation covering the following –

- Fire safety legislation
- Causes of fire
- The chemistry of fire & the different methods of extinguishing fire
- The nature of fire and smoke spread
- Identification of fire extinguishers
- Classification of fire
- \*Responsibilities of the Fire Warden
- \*Human behaviour & evacuation procedures
- Actions to be taken upon discovery of fire
- Actions to be taken upon notification of an alarm

Where time permits, the PowerPoint presentation can be enhanced with the showing of 2 x DVD's – Extinguishing Fires in the Workplace & \*The Role of The Fire Warden, at appropriate intervals. \* Included only if the Fire Warden course is selected.

All participants receive a hand-out containing detailed information relating to the training session and interaction with the trainer is encouraged, with delegates free to ask questions throughout the PowerPoint presentation and at the completion of each DVD film (if shown).

### Practical Training:



- Controlled gas fuel 'live' fire training rigs are used for the practical element of the training, with a solid fuel fire demonstrated as well as a fire with an electrical risk.
- All participants are required to undertake the practical element of training and show a suitable level of competency in the operation of fire extinguishers onto the 'live' fire training rig.
- Each delegate will operate a Water type fire extinguisher & a CO<sub>2</sub> type fire extinguisher.



### **Culmination of Training:**

- All delegates are required to undertake a written examination upon completion of both the theoretical & practical training.
- Results are tallied after all delegates have completed the test.
- Once all the relevant information has been compiled at our offices, SFS Fire Engineering will issue individual certificates to all the delegates who have successfully completed the training course. (N.B. In certain circumstances the certificates can be issued on the day of training, but only by prior arrangement with our office.)

### **Course Duration:**

- Fire Safety Training - Fire Warden: ½ Day
- Fire Safety Training – Fire Extinguishers: 3 - 4hrs



**An example of course structure:**

**Fire Safety Training - Fire Warden (AM start)**

- 10:00 – 12:30 Introduction / Fire Safety Legislation / Fire Science / Fire Warden Responsibilities / Human Behaviour
- 12:30 – 13:00 Break
- 13:00 – 15:00 Extinguishing Fires Safely / Practical Use of Extinguishers / Instructions in the Event of Fire
- 15:00 – 15:30 Examination / Conclusion

**An example of course structure:**

**Fire Safety Training - Fire Extinguishers (AM start)**

- 10:00 – 12:00 Introduction / Fire Safety Legislation / Fire Science / Fire Safety / Extinguishing Fires Safely
- 12:00 – 12:15 Break
- 12:15 – 13:15 Practical Use of Extinguishers / Instructions in the Event of Fire
- 13:15 – 13:30 Examination / Conclusion

**Our Requirements:**

As we provide all the equipment that is required for the training, i.e. laptop, projector & screen, training aids and fire extinguishers, our needs are quite small, in that we would only request the following:

- A room big enough to comfortably seat 15 persons for the theoretical element of training.
- An area outdoors that is a safe from passing pedestrian traffic and vehicle movement, that is equivalent in size to approximately 3 car parking spaces, where our training rig can be set up for the practical element

