

1<sup>st</sup> Choice Fire Safety and Training  
23 Harvey Circuit, Griffin  
Qld 4503  
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ABN: 58415202101  
QBCC: 1183612  
FSA: 4860

First Response Training (Extinguisher and General Evacuation Procedures Training) is a requirement by law under the Building Fire Safety regulations 2008 Section 36 and 37. This legislation maintains that all employers and employees are to have instruction in the method of operating portable firefighting equipment and general evacuation procedures. New employees are required to undergo this training within 1 month of commencing employment.

### Session Content

Designed as specific information for selected staff and delivered as a combination theory/practical session. This instruction teaches the correct procedures and appropriate equipment to use in an emergency in the work place. Participants will learn how to safely react to an emergency situation.

### Theory

- ❖ How fire is formed and the way it spreads.
- ❖ The Classes of fire.
- ❖ The appropriate first attack portable fire equipment for those classes.
- ❖ Location of portable firefighting equipment.
- ❖ Location of fire warning equipment and or fire alarm systems.
- ❖ How to read and interpret Evacuation Diagrams.

### Practical

- ❖ The demonstration and use of installed fire extinguishers and other fire equipment.
- ❖ The Method used to activate the fire warning systems.

Duration – 1hr 15mins

Cost

1-9 participants = \$350\* (includes use of 1 extinguisher\*\*)  
10-15 participants = \$400\* (includes use of 1 extinguisher\*\*)  
16-20 participants = \$450\* (includes use of 1 extinguisher\*\*)  
21+ participants = \$500\* (includes use of 1 extinguisher\*\*)

\*prices do not include GST

\*\* additional extinguishers used charged at \$50 + GST for purposes of refilling and recharging

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Evacuation Coordinator Training or ECO Warden Training is a requirement by law under the Building Fire Safety Regulations 2008 Sections 17, 38, 39 and 40. This legislation maintains that all employees acting as Evacuation Coordinators or part of the Emergency Control Organisation (ECO) must have annual instruction on how to safely evacuate persons from the building, method used to contact and communicate with Emergency Services. New members of the Coordinator or ECO must receive instruction within 2 months of undertaking the role.

#### Authority

To operate as part of an emergency control organisation (ECO – Warden) AS 3745-2010 (Planning for emergencies in facilities) states: All ECO members, including nominated deputies, shall be trained to develop the skills and knowledge necessary to undertake the duties set out in the emergency response procedures. (6.3.1.1) There shall be sufficient personnel trained in all positions within the ECO to allow for projected absences.

#### Subjects Covered

This course is for ECO Wardens and other persons who are responsible for the control of premises and occupants during an emergency in the workplace. The course is conducted in accordance with AS 3745, AS 4083 and the requirements of the Queensland Building Fire Safety Regulations and will assist in compliance with the Workplace Health and Safety Act and Regulations.

- ❖ The duties of the ECO as described in the emergency response procedures and emergency plan.
- ❖ Procedures for the specific emergencies contained in the emergency plan.
- ❖ Responding to alarms and reports of emergencies.
- ❖ Reporting emergencies and initiating the installed emergency warning equipment.
- ❖ Communication during emergencies. Pre-emergency activities.
- ❖ Emergency activities.
- ❖ Post-emergency activities.
- ❖ Occupants and visitors with disabilities.
- ❖ Human behaviour during emergencies.
- ❖ The use of installed emergency response equipment.
- ❖ The performance of the building and its installations during a fire or other emergency

**This training may include exercises.**

Duration = 40mins

Cost = 150 + GST for up to 10 people (additional people charged at \$10 per head)

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Company/Organisation	
Address	

Please tick the training/s required

- First Response
- Evacuation/ECO Warden

Preferred booking date	
Booking time	
Contact person	
Contact number	
Number of participants	

Please take into consideration:

Please ensure adequate space for theory part of the sessions indoors preferably. Allow adequate space outdoors for the use of portable firefighting extinguishers.

If a screen and projector is required, please let 1<sup>st</sup> Choice Fire Safety and Training know or if we are able to connect to a flat panel TV

Please scan and return this form to [mark@1stchoicefire.com.au](mailto:mark@1stchoicefire.com.au) or call 0414 908 252 and we will contact you as soon as possible