FIRE SAFETY OPEN INSTITUTE OF TRAINING

COST EFFECTIVE PROGRAM

Conquering Fire Through Power of Knowledge
Conquering Fire Through Power of Knowledge
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Note:
1. The course duration is flexible and can be adjusted to suit the client.
2. The reflective cost does not include accommodation, food and transport.
3. The venue for any of these programs will be determined by the client though it is preferred to have the course on site.
4. An enquiry can be made for any program or item not listed on the cost list.
INTRODUCTION

Fire Safety Open Training Institute can provide a range of cost effective health and safety and fire safety training/ consultancy services which will help your business comply with the Fire legislation. In the course of acting as your business’s "competent person", through to delivering fire safety training for your organization, we are confident that we can help your business overcome the burden of fire outbreaks.

The effects of a fire can be devastating in terms of lives lost, injuries, and damage to property. Most fires are preventable, and can be avoided by employees and those responsible for commercial and other public buildings by taking responsibility for and adopting good fire safety behaviour and procedures.

It is every person's responsibility to safeguard against fire and the interactive course will provide the knowledge to react in a safe and positive manner.

Fire Safety provides valuable working knowledge to employees and managers by exploring the relevant information concerning fire safety. This level of content enhances the safety culture within organizations and reduces the devastation and damage fire can cause. The interactive content guides the learner through the separate fire safety modules and explores areas such as responsibilities, causes, equipment and other relevant aspects.

Our team consists of Fire Consultants who are well experienced, qualified and well respected in the field of Fire Safety. We make sure that our project teams are made up of the most suitable people, best placed to provide competent advice and guidance.

Workplace fire safety is not only essential for you and your workers; it is a mandatory obligation under the Regulatory framework (Factory Act).
1. **BASIC FIRE SAFETY AWARENESS**

The starting point for fire safety training is the basic fire safety awareness. This is the minimum that is required by law for you to offer your staff and can be delivered not only face to face in a classroom style but also through leaflets and flyers.

A typical variation of this fire safety awareness training will contain things such as:

- Raising a fire alarm
- What to do when you hear the alarm
- Escape routes
- The chemistry of fire
- How you can prevent fire
- The types of fire extinguishers
- Complying with all fire safety legalization
- Protecting people and premises
- Limiting financial losses as a result of fire
- Reducing insurance premiums
- Bringing to the fore any deficiencies that exist in your workplace
- Fire safety contingencies
- General Fire Precautions to be observed in all workplaces
- Truth about fires
- Causes of fire and ignition sources
- The Regulatory Reform (Fire Safety) Factory Act
- Fire prevention measures
- Fire extinguisher use and maintenance
- Emergency / evacuation procedures
- Proper use of Fire Fighting equipment
- Knowledge of the organizations fire procedures
- Location of Assembly points
- Special arrangements for staff with disabilities and visitors

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**COURSE OBJECTIVES**

At the end of the course attendees will have a working knowledge of control measures necessary to prevent fires starting in Hot Working areas. The Certificate is an indication to employers and clients that you have demonstrated a level of knowledge and understanding of fire safety that will contribute to safe and effective hot work activities on any structure, building, equipment or area where construction, alteration or maintenance is taking place.

**What delegates will learn**

- What is Hot Work scheme?
- Legislative requirements
- Principle contractor’s duties
- Principles of Risk Assessment
- The Hot Work Management cycle
- Fire prevention measures
- Hot Work Fire Equipment Fire Hazards
- Preparing to Carrying out Hot Work
- Precautions during and after hot work
- Actions to be taken in the event of a fire
- Action to be taken on hearing a fire alarm
- Location of Assembly points
- Special arrangements for staff with disabilities and visitors

**Duration**

6 Hours

**Where can I attend the course?**

By arrangement we can provide you with bespoke in-house courses to suit your specific training needs anywhere in Zambia. We provide in house training for group sizes up to a maximum of 12 people.

**The Cost**

The Price for this Course is Available on request. **We Guarantee Competitive Prices for this Course.** You can book upto a maximum of 12 delegates on this course.
PRACTICAL

- Practical training in the use of First Aid Fire Fighting equipment including Fire Extinguishers maintained for the organization (Subject to a suitable location for safe demonstration and on agreement with client)

FIRE AWARENESS TRAINING SUBJECT INTENT
This fire awareness training course is designed to give all members of the public an understanding of the actions to take in the event of discovering a fire or hearing the fire alarm sound in the work place. Fire Safety training for staff is a legal requirement in Zambia under the regulatory Act (Factory Act). This course is designed for all businesses that need a basic understanding of fire safety, their legal responsibilities and how to use fire extinguishers. These topics contain everything that businesses, employees and employers need to know in order to not only protect themselves and their colleagues from a fire should it start in the workplace but to also teaching them the ways they can be aware of fire risk and act upon it.

COURSE INTRODUCTION
This 6 hours fire safety training course has been designed to ensure businesses, employers and employees alike respond positively to an emergency, which may be created by a fire or any debacle. Both fire safety and general health and safety duties require businesses, staff and employers to prepare and plan for such eventualities.

4. HOT WORK CERTIFICATE TRAINING
Many aspects of maintenance and engineering work involve Welding, Burning, Cutting, Grinding and working with Bitumen boilers etc. When these activities are carried out in direct contact or in close proximity to flammable or combustible substances there is the risk of explosion, fire and the production of toxic substances, with the potential consequences of serious injury, ill-health and or damage to property and the environment. It is therefore necessary to have a control procedure to reduce the risks associated with Hot Work to an acceptable level.

Course Introduction
Cutting and welding operations (referred to as hot work) are associated with machine workshops, maintenance and within the construction environment, as well as certain laboratory-related activities, such as glass blowing and torch soldering. Potential health and safety result from the fumes, gases, sparks, hot metal and radiant energy produced during hot work.

Hot work equipment, which may produce high voltages or utilize compressed gases, also requires special awareness and training on the part of the worker to be used safely. The hazards associated with hot work can be reduced through the implementation of effective control programs.

It is unclear exactly how many businesses are affected by serious hot work fires each year, but what is clear is that dangerous hot work operations can threaten the lives of staff, contractors and others, as well as putting property damage and business operations at risk.

Who is the course for?
The hot work certificate training has been designed for employees and self-employed people in the hot work industry. This will be used to ascertain the level of competence and compliance to fire safety.
WHO IS THE COURSE FOR?
This course is for everyone within the workplace. If you are an employer, business owner or in control of premises, the Regulatory Reform (Factory Act) states that you ‘must ensure that your employees are provided with adequate safety training’. This means that it is law to train every member of staff, including any casual staff and ensure that any external companies are also trained in Fire Awareness.

WHERE CAN I ATTEND THE COURSE?
Fire Safety Open Training Institute runs this fire safety awareness training ‘in-house’ anywhere in Zambia to suit your specific management training needs.

The Cost
The Price for this Course is Available on request. We Guarantee Competitive Prices for this Course. You can book up to a maximum of 12 delegates on this course. The course content is as required under the Fire Precautions and workplace Regulations. Course includes Certificate of attendance on Completion.

2. FIRE WARDEN / MARSHAL TRAINING
The Course aim is to enable staff to manage a fire or other similar emergency efficiently and effectively to meet the legal requirements to train staff. This course has been designed with the core aim of creating a confident person to take charge in an emergency. Here you can train a sufficient amount of people to be on hand should your building require evacuation. It is often the case that the companies assess their own need for fire marshals, and will act accordingly.

You can also arrange for your staff to learn more about fire extinguishers and how to use them. These simple pieces of equipment can offer protection in the case of a fire in the building, but they are no use if you are not aware of how to use them and under what circumstances.

The basic level of fire safety training generally does cover some amount of handling and use of fire extinguishers; however, there are many additional training options that can give some of your employees the ability to use a fire extinguisher in a highly pressured situation.

As already mentioned, you do not need to arrange for all fire safety training to be completed face to face. Many companies are happy to offer the basic level of training in-house, where you have an opportunity to train the whole team/department without interrupting work activities.
COURSE INTRODUCTION

This is a 6 hours course, designed to enable employers to have competent people available to respond positively to an emergency, which may be created by a fire, gas, explosion or other emergency. Both fire safety and general health & safety duties require employers to prepare and plan for such eventualities.

What delegates will learn;

- General Fire Precautions to be observed in all workplaces
- The role of the Fire Marshal
- Causes of fire and ignition sources
- Fire Precautions (Workplace) Regulations
- Fire Control in Practice
- Fire prevention measures
- Fire extinguisher selection
- Fire extinguisher use and maintenance
- Emergency/evacuation procedures
- Knowledge of the organizations fire procedures
- Action to be taken on hearing a fire alarm
- Location of Assembly points
- A Fire Plan and the type of information required by the Fire Brigade on arrival
- Special arrangements for staff with disabilities and visitors
- A brief understanding of passive and active Fire Protection equipment found in office premises, to include: Automatic Fire Detection Systems (Smoke detectors), Manual Fire Alarm Systems (Break Glass points) Fire and Smoke stop door Theoretical and practical training in the use of First Aid Fire Fighting equipment including Fire Extinguishers maintained for the organization (Subject to a suitable location for safe demonstration)

Who is the course for?
This course is mostly for supervisors and managers who have been appointed to look after the fire arrangements within their workplace.

Where can I attend the course?
By arrangement we can provide you with bespoke in-house courses to suit your specific training needs anywhere in Zambia. We provide in house training for group sizes up to a maximum of 12 people.

The Cost
The Price for this Course is Available on request. We Guarantee Competitive Prices for this Course. You can book up to a maximum of 12 delegates on this course. The course content is as required under the Fire Precautions and workplace Regulations. Course includes Certificate of attendance on Completion.

3. Fire Risk Assessment Training
This course is for people who have been designated by the employer to carry out fire risk assessments within the company. The duration of the Fire Risk Assessment training course is one day. In accordance with the Regulatory Reform (Factory Act) fire risk assessments must be carried out by a “responsible person” on a regular basis; as a result of this assessment a fire management plan must also be enacted. Fundamentally the fire risk assessment must include an identification of the fire hazards, the persons at risk from fire and ways in which to minimize the risk.

Course Introduction
This one day training course is intended to provide delegates with the practical knowledge and skills to carry out fire risk assessments and prepare fire safety procedures to prevent the risk of fire occurring in the workplace.