

PUAFER007 MANAGE AN EMERGENCY CONTROL ORGANISATION

SHE Group (Safety Health and Environment) is a privately owned and operated business based in Brisbane, Queensland. We specialise in quality education and training, first aid supplies and WHS contracting services to Australian workplaces. Our priority is to deliver professional, affordable, and engaged onsite consulting services to our community. SHE Group is a third-party provider, delivering nationally recognised training and assessment in WHS and First Aid courses on behalf of **Allens Training Pty Ltd RTO 90909**.

An ECO's priority is the safety of facility occupants and visitors during an emergency which means ECO members are responsible for pre-emergency, emergency, and post-emergency actions. Careful planning, training and initiation must take place for this to happen safely and effectively. This is done by an Emergency Planning Committee.

If you are a member of an Emergency Planning Committee, then this course is a must for you. It covers the skills and knowledge required by a member of an Emergency Planning Committee to document and maintain a facility emergency plan, to establish and maintain an emergency control organisation and to operate in accordance with the facility's emergency plan.

It includes initiating emergency response planning, ensuring an emergency control organisation is in place, providing for initiation and control of the initial emergency response, providing for post-initial response activities, planning and implementing emergency control training and providing support in the post response and/or recovery phase.

All aspects of this course will be undertaken in accordance with legislative requirements, organisational policies and procedures and accepted safe practices. The course has been developed to cover occupants and facilities as specified in Australian Standard (AS) 3745 and AS4083. Occupants are people attending a facility on a permanent or temporary basis such as an employee, contractor, student or resident, but not a visitor or patient and a facility is a building, structure or workplace that is, or may be, occupied by people (occupants).

Units Delivered

The following units will be included in your certificate:

- PUAFER007 - Manage an emergency control organisation

Course Delivery

This course can be delivered/assessed in the workplace or at facility organised by the training provider.

Course Durations

Course durations can vary for multiple reasons, so the durations below are the minimum possible amount.

- Face-to-Face Face to Face contact time of at least 3 Hours

Entry Requirements

Participants must be able to complete the practical demonstrations for the course, including identifying assets and hazards and performing emergency response and evacuations.



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Assessment Requirements

Individuals undertaking this course will be expected to complete both written and practical assessment tasks.

Certificate Renewal Requirements

This certificate does not require renewal

Learner Rights, Responsibilities & Support

Please note that enrolment to this course is made with Allens Training Pty Ltd RTO 90909. Please refer to the **student handbook** for all details relating to rights and responsibilities including complaints and appeals.

Assessment Activities

Performance tasks:

- Identify emergency situations and initial emergency response issue
- Document and maintain a facility emergency plan
- Perform a safety practice drill

Documentation: The student must complete the following documentation:

- Facility emergency checklist
- Facility emergency plan
- Emergency evacuation incident & debrief form

Theory assessment: A written assessment consisting of multiple-choice and short answer questions. The student must complete all assessment questions.

Further Information

SHE Group provides work health and safety information, products, and consulting services. Our passionate, dedicated, and experienced facilitators and partners have years of experience in pre-hospital care, WHS and first response environments. If you are looking for group training, please email us for a quote or additional information today.

