



ST BERNARD'S  
SAFETY TRAINING CENTRE

## **Basic Fire Safety & Fire Warden**

**Suitability:** This course is suitable for anyone who would like learn what to do in order to prevent a fire from starting and if a fire starts, what could be done in order to prevent the fire from increasing. It also provides clear instructions for people who are tasked with fire warden duties about what actions are to be taken when a fire starts in order to ensure safety of occupants during the fire outbreak. This course is also suitable to renew an existing Fire Warden qualification

**Validity:** 3 years

**Course Duration:** 3.5 hours

**Course Assessment:** At the end of the course, participants are assessed by a multiple choice assessment sheet in order for the tutor to assess understanding of main topics and address any weaknesses in understanding

**Certification:** Upon successfully completing the Basic Fire Safety & Fire Warden course, each participant will be issued with a certificate of competence in the subject

The Basic Fire Safety & Fire Warden course is made up of 7 sections, which are:

***Introduction to Fire Safety***

1. Costs to Businesses and Individuals
2. Causes of Workplace Fires
3. Fire Hazards & Human Health Risks
4. The Fire Triangle

***Fire Spread Methods***

5. Direct Contact
6. Radiation
7. Conduction
8. Convection
9. Flashover
10. Back draught

***Fire Control Methods***

11. Fire Prevention
12. Fire Protection
13. Active Control Methods
14. Passive Control Methods

***Stopping Fire from Occurring***

15. Housekeeping
16. Electrical Equipment and Wiring
17. Portable Heaters

18. Smoking

19. Arson

### ***Saving Lives and Minimizing Damage***

20. Fire Safety Signs

21. Means of Escape

22. Internal Fire Doors

23. Escape Routes and Fire Exits

24. Emergency Lighting

25. Signing In and Out

26. Alarms and Detectors

27. Fixed Fire Fighting Equipment

### ***Extinguishing a Fire***

28. Breaking the Fire Triangle

29. Fire Blankets

30. Classes of Fire

31. Fire Extinguisher Checks

32. Commonly Used Fire Extinguishers

33. Using a Fire Extinguisher to Extinguish a Fire

34. Actions on Discovering a Fire

35. Actions when Hearing the Fire Alarm

### ***Fire Warden***

36. Duties of the Fire Warden

37. Fire Legislation

38. Reporting and Recording

39. Investigating and Analyzing
40. Pre-planning in the eventuality of a Fire
41. Fire Drills
42. Evacuation of people during a Fire Evacuation
43. Evacuation of special needs people during a Fire Evacuation
44. Roll Call Procedures
45. Reporting to the Fire Brigade Chief
46. Managing People at the Assembly Point