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○ Letter | ○ July | ○ 2010



ADDRESSING THE NEEDS OF INDUSTRY IN FIRE SAFETY AND BUSINESS CONTINUITY PLANNING

Emergency Control Organisation (Wardens) identification equipment.

Does your facilities Emergency Control Organisation (wardens) have the correct colour tabards and caps that comply with the requirements of AS3745.

The following are some of the requirements to ensure you comply with AS3745:

- Emergency procedures 12 monthly
- Evacuation equipment 6 monthly
- Response procedures 6 & 12 monthly
- ECO list monthly
- Evacuation diagrams monthly
- ECO equipment monthly
- Training records 12 monthly
- Reporting to management on compliance with AS 3745-2009
- All ECO position filled monthly
- Distribution & availability of procedures 6 & 12 monthly
- ECO skills management 12 monthly
- Duties of EPC completed 12 monthly
- Assembly Areas 6 & 12 monthly



INDUSTRY WATCH

A new product that should be part of any facilities arsenal for their Emergency Control Organisation is Wardens lanyards see the picture on the left. The lanyards can have a clear plastic pocket for prompt cards etc, clip for mobile phone and whistle.

They are colour coded to AS3745 and have the ECO position printed the full length of the lanyard and have safety clips should you get snagged on something.

Contact us on 0450 193 303 for details and pricing.



Emergency Planning Committee training

The members of your Emergency Planning Committee need to be properly trained and equipped to carry out their duties effectively.

The most overlooked aspect of an emergency plan is the setting up and training of the Emergency Planning Committee most training focuses on the wardens in the ECO.

People who will form the EPC should also receive the required level of training for the position and for this crucial section of the ECO to be able to function and ensure the safety of all facility occupants

An EPC does not just mean another layer in an ECO that appears to most people unnecessary. Perform a vital function in ensuring the ECO is properly equipped staffed and trained.

To achieve this the EPC is tasked with ensuring the following;

- Emergency Procedures are developed
- All positions in ECO filled
- ECO staff trained
- Training schedule in place
- Budget in place
- Equipment in place

DMA Supplies can ensure that your EPC are trained and fully understand their roles and responsibilities as part of the EPC.

We can also sit on your EPC as a subject matter expert. We do sit on a number of EPC's in this capacity and assist the EPC if required.

It is important that your EPC is run by properly trained & competent members.

Contact us for more information.

INDUSTRY UPDATES:



- AS 3745 -2009 is currently subject to a request to have it amended by an industry peak body.
- AS4083 Emergency Procedures Health Care Facilities is being revised
- Are you fire ready?



Contact the Fire & Emergency Response Training team if you have any questions regarding any of the articles in this newsletter or would like a question answered by our team in this newsletter.

Telephone: (03) 981 0783 Mobile Roy Marshall: 0450 193 303

COURSES AVAILABLE

- WARDEN TRAINING
- CHIEF WARDENS TRAINING
- EMERGENCY PLANNING COMMITTEES
- DEVELOPMENT OF EMERGENCY MANAGEMENT PLANS (AS3745 AND AS4083)
- EVACUATION DIAGRAMS
- WARDENS EQUIPMENT (Tabards, hats, etc)
- EVACUATION EXERCISES
- EXTINGUISHER TRAINING
- BOMB THREAT TRAINING
- GUEST SPEAKER
- BUSINESS CONTINUITY PLANS
- EVACUATION PACKS
- BUSINESS CONTINUITY PACKS
- SCHOOL PACKS
- CONSULTANCY SERVICE
- FACILITY SPECIFIC COURSES