

LIF004

GENERAL EVACUATION INSTRUCTIONS (Occupant Training)



This training course provides building occupants with the knowledge to recognise and respond to an emergency in the workplace and how to safely evacuate. This course meets the requirements of *AS3745-2010* (section 6) & the *QLD Building Fire Safety Regulation 2008* (subdivision 3).

FURTHER TRAINING OPTIONS:

Students completing this unit may be required to complete further training such as -

LIF003

Evacuation Coordination Instructions

LIF005

First Response Evacuation Instructions

AWARD ISSUED:

Students who successfully complete this training will be awarded a *Statement of Achievement*

COURSE INCLUSIONS:

- All training and assessment resources
- A4 Certificate
- Secure retention of student records

COURSE REQUIREMENTS:

Basic Language, Literacy & Numeracy skills are required to undertake this course. Please wear closed in shoes.

COURSE DURATION:

- Face-to-face training 1 hour
- Course times and training location will be confirmed and communicated at the time of booking

ONGOING TRAINING REQUIREMENTS:

AS3745-2010 and the *QLD Building Fire Safety Regulation 2008* require this training to be undertaken annually. New employees are required to undertake this training no later than two days after commencing work.

COURSE INCLUSIONS:

The following topics are covered during the training course –

| | |
|--------------------------------|--------------------------|
| Safety First | Evacuation - General |
| Emergency Procedures | Evacuation - Bomb Threat |
| Emergency Control Organisation | Post Incident Management |
| Recognising an Emergency | Proactive Fire Safety |
| Responding to an Emergency | |

YOUR RIGHTS & RESPONSIBILITIES:

Student's rights and responsibilities are outlined in our Student Agreement.

STUDENT AGREEMENT:

Life International Training's Student Agreement outlines your rights and responsibilities whilst undertaking training with us. The Student Agreement is available by contacting our Training Coordinator on 07 3889 1032.

PROVIDER DETAILS

| | |
|---------------------------------|---|
| RTO Name | Life International Training Pty Ltd |
| ABN | 68 088 041 838 |
| National Provider Number | 30326 |
| Phone | 1300 888 765 |
| Fax | (07) 3899 1032 |
| Address | Unit 5/23 Breene Place, Morningside QLD 4170 |
| Email | info@lifeint.com.au |
| Website | www.lifeint.com.au |
| Registration | <p>Life International Training's scope of registration is listed on the national register. You can access our registration details by clicking here.</p> <p>As a Registered Training Organisation we comply with a range of national standards that guide consistent and high-quality training and assessment services within the Vocational Education & Training (VET) system.</p> |
| Student Agreement | This Student information should be read in conjunction with the Student Agreement. It is a condition of enrolment that you read and accept the conditions outlined in the Agreement. |

COURSE INFORMATION

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|-------------------------|---|
| Course Code | LIF004 |
| Course Title | General Evacuation Instructions |
| Course Outcomes | This training course provides building occupants with the knowledge to recognise and respond to an emergency in the workplace and how to safely evacuate. This course meets the requirements of <i>AS3745-2010</i> (section 6) & the <i>QLD Building Fire Safety Regulation 2008</i> (subdivision 3). |
| Course Duration | 1 Hour face-to-face training (contingent with group size and experience of students). |
| Award Issued | Students who successfully complete this course will be awarded a Statement of Achievement. |
| LLN Requirements | Students will need basic reading and writing skills. If you feel you are unable to meet this requirement, please contact us for additional support information. |
| What to Bring | All training and assessment resources are provided. Bring a pen and paper if you wish to take notes. |