



# COURSE OUTLINE

## Emergency Evacuation

**Duration:**  
2 days

### PURPOSE

The person credited with this unit standard is able to distinguish between an emergency and an incident as well as understanding the different types of emergencies that may take place in the workplace. The learners will be able to explain the types of emergency alarms in the workplace, the procedures for responding to them and the methods and procedures which need to be applied in an assembly area after an alarm.

### COURSE CONTENT

#### Specific Outcome 1

- Explain different types of emergencies that may be encountered in a workplace.
- The differences between an emergency and an incident are explained with examples.
- Probable types of emergencies that may occur in a specific workplace are listed in order to identify the most likely to occur.
- Effects of these emergencies in the workplace are described in terms of their impact on personnel health, safety and production.

#### Specific Outcome 2

- Explain various responses to an alarm.
- Types of alarms that must be responded to.
- Procedures to be followed in the event of specific alarms are explained in terms of worksite emergency policies and procedures.
- The purposes of mandatory, statutory and informative warnings and signs are explained according to specified requirements.

#### Specific Outcome 2 (continued)

- The importance of adhering to the symbolic signs is explained in terms of responding to an alarm.

#### Specific Outcome 3

- Explain actions required of a HSE Practitioner in an assembly area.
- Procedures to account for all evacuated parties are explained in accordance with safety and workplace procedures
- Procedures to organise emergency teams are explained with reference to speedy response time by mutual aiders.

#### Specific Outcome 4

- Explain the functions of an emergency control centre
- Records required of the events of an emergency are explained in terms of regulations and organisational procedures.
- Communication structures at the emergency are explained with examples of how they work and flow.