

Demonstrate knowledge of fire and emergency warden duties in the workplace

Level 3

Credits 3

Purpose People credited with this unit standard are able to demonstrate knowledge of evacuation requirements for a particular workplace or site, and explain the duties of a Fire and Emergency Warden.

Subfield Occupational Health and Safety

Domain Occupational Health and Safety Practice

Status Registered

Status date 25 May 2007

Date version published 25 May 2007

Planned review date 31 December 2012

Entry information Open.

Accreditation Evaluation of documentation by NZQA and industry.

Standard setting body (SSB) New Zealand Industry Training Organisation – Industrial Health and Safety Advisory Group

Accreditation and Moderation Action Plan (AMAP) reference 0171

This AMAP can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Special notes

Definitions

Organisational requirements refer to instructions to staff on policy and procedures which are documented in memo or manual format and are available in the workplace. These requirements may include but are not limited to – site specific requirements, company quality management requirements, approved codes of practice and guidelines, and legislative requirements.

Emergency refers to other events such as civil emergency, gas leak, bio-security alert, boiler plant explosion where the warden would normally have a similar role to play in ensuring staff safety and movement controls.

Legislative requirements applying include but are not limited to – Fire Safety and Evacuation of Buildings Regulations 2006; Fire Service Act 1975;

Biosecurity Act 1993; Hazardous Substances and New Organisms Act 1996; Health and Safety in Employment (HSE) Act 1992; Resource Management Act 1991.

Elements and performance criteria

Element 1

Demonstrate knowledge of evacuation requirements for a particular workplace or site.

Performance criteria

1.1 Evacuation requirements pertaining to the identified workplace or site are met according to legislative requirements.

Range evacuation plans, evacuation schemes.

1.2 Evacuation requirements are identified and confirmed according to organisational requirements.

Element 2

Explain the duties of a Fire and Emergency Warden.

Performance criteria

2.1 The explanation establishes the roles and responsibilities of Fire and Emergency Wardens.

Range total evacuation, staged evacuation.

2.2 Factors pertaining to safe evacuation are identified.

Range timing, use of assembly points, liaison of warden with Fire Service and other relevant authorities, notification of location of disabled people within the building, reporting procedures.

2.3 Resources required to ensure safe evacuation from a workplace or site are identified.

Range radios, staff identification, signs.

2.4 The explanation establishes the requirements and procedures to pre-warn other parties involved in emergency operations.

Range alarm monitoring agents, emergency service providers, company management.

Please note

Providers must be accredited by NZQA, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by NZQA before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact the New Zealand Industry Training Organisation office@nzito.co.nz if you wish to suggest changes to the content of this unit standard.