



**Workplace Fire and Emergency Warden training
(also known as Floor Warden).**

A well-trained Fire and Emergency or Floor Warden is essential to good workplace emergency management and the maintenance of a safe workplace. They play an important role in ensuring that staff and visitors to your site or premises are protected in the event of an emergency that requires an evacuation including fire, bomb threat, hazardous substance spillage, and terrorism or natural disaster threats.

Our course is designed for those holding a position within an organisation that has responsibilities in the event of an emergency and/or an evacuation, and covers the requirements of the role, legislation, managing an evacuation and interaction with emergency services.

Key duties of a Fire and Emergency or Floor Warden include:

- Assisting in implementing and improving effective emergency procedures in your workplace
- Helping to prevent emergencies by monitoring the adequacy of the fire risk control measures
- Raising awareness with other staff about the fire hazards that exist in your workplace
- Instructing workers in how to respond in an emergency
- Leading the fire drills and real evacuation procedures
- Being familiar with all escape routes and exits from their designated area
- To Ensuring all workers are accounted for during an evacuation
- Assisting people with special needs, e.g. helping someone in a wheelchair to evacuate

C4's Fire and Emergency Warden course is designed to cover all of these topics training your staff to the highest standard possible so that they can perform competently and safely during an emergency that requires evacuation.

This is an NZQA registered course and once completed successfully, learners will achieve Unit Standard 18408. All credits are reported to NZQA and the cost of reporting is included in the course fee.

Delivery: There are a number of delivery options available for this course.

- By distance with workplace verification
- Delivered onsite at your premises with paper-based theory assessment
- Delivered at the C4 site with paper-based theory assessment

Duration: Your site or C4's – 3 hours

Theory assessment – 2 hours

Cost: Individuals: \$165 (incl GST)

Corporate bookings: \$950 (excl GST) for up to 10 people

For any further information or to make a booking please contact us on admin@c4group.co.nz or call us on 09 6367339

