

# EFFECTIVE FIRE SAFETY, EMERGENCY RESPONSE PLAN & PREPAREDNESS

**DATE:** 9-10 July / 25-26 November 2025  
2-3 March 2026  
**FEE:** RM 830

**DURATION:** 2 Days  
**HRD CORP SCHEME:**  
HRD Corp Claimable Courses

## PROGRAM OVERVIEW

In today business world, safety is always given a priority as employers believe that accident will not benefit anybody. However, accident and incident still happen at workplace and “fire” is the biggest threat to a workplace.

As such, this program trains Emergency Response Team members to handle various emergencies by developing Emergency Response Plan (ERP), understanding Emergency Procedure and executing Incident Command System (ICS) during disaster. It covers the duties and responsibilities of a Fire Fighting Team & Fire Warden, and to obtain the necessary skills of fire safety, prevention and risk assessment. This course provides awareness of the danger of fire, guidance in the use of extinguishers and how to carry out the fire routine procedures.

### LEARNING OUTCOMES

Upon completion of this program, participants will be able to:

- Understand the causes of fire and its repercussion
- Implement effective measures to prevent the occurrence and spread of fire
- Plan and prepare effective emergency plans including evacuation drills
- Discuss the setup and implementation of an effective Emergency Response Team (ERT) at the workplace

### METHODOLOGY

- Lectures
- Group discussion
- Mock fire drill

### WHO SHOULD ATTEND

- Mid/Senior Level Manager
- First Level Manager
- Executive/Supervisory
- Non-Executive

## FACILITATOR

### Chellappan A/L Pallaniappan

He is a very popular and dedicated instructor has more than 30 years of professional experience working as a freelance trainer attached to multiple consultants and training providers. He has acquired the safety and health officer certification from NIOSH and has vast experience in health and safety risk management, specialize in emergency response planning, crisis and disaster management and casualty handling.

## Mohamad Safian

He has more than 21 years of working experience in the field of Fire Safety, First Aid and Rescue Operations. A humble and dedicated trainer, he is attached to a few training providers on a freelance basis. Having attended various emergency courses had elevated his skills has given him an edge in managing emergency situations, which was put to the test during his involvement in various situations along the road to the peak.

## PROGRAM CONTENT

### Module 1

- Domino Theory – Principle of Accident Prevention
- Hazard Identification, Risk Assessment & Control Strategies
- Importance of Emergency Response Plan

### Module 2

- Elements & components of Emergency Response Plan
- Emergency Response Options
- Pre-planning, Creating & Reviewing of E. R. P.

### Module 3

- Emergency Response Implementation with table top simulation exercise covering
  - Fire
  - Chemical spillage
  - Natural Disaster

### Module 4

- The Emergency Response Organisation Structure
- Roles and Responsibilities –
  - Emergency Manager
  - Incident Controller
  - Evacuation Controller
  - Security Controller
  - Zone Marshall / Floor Managers
  - Fire fighting Team

### Module 5

Fire Science:

- Fire Triangle
- Cause Factors of Fire
- Classification of Fire
- Spreading Mechanism of Fire
- Methods of Extinguishing

### Module 6

- Preventive Strategies
- Control Strategies
- Escape Strategies
- Video Presentations

### Module 7

Introduction To First Aid Fire Suppression Units

- Fire Extinguisher
- Types Of Fire Extinguishers
- Using Methods
- Hose Reel
- Functions and Method of using
- Video Presentation

### Module 8

- Practical Exercise
- Hose Reel
- Fire Extinguisher

Q & A

Course Summary

Evaluation

## PROGRAM SCHEDULE

### Day 1

9:00am - 10:30am	:	Module 1
10:30am - 10:45am	:	Coffee Break
10:45am - 1:00pm	:	Module 2
1:00pm - 2:00pm	:	Lunch
2:00pm - 3:30pm	:	Module 3
3:30pm - 3:45pm	:	Coffee Break
3:45pm - 5:30pm	:	Module 4
	:	End of the day



**Day 2**

9:00am - 10:30am : Module 5  
10:30am - 10:45am : Coffee Break  
10:45am - 1:00pm : Module 6  
1:00pm - 2:00pm : Lunch  
2:00pm - 3:30pm : Module 7  
3:30pm - 3:45pm : Coffee Break  
3:45pm - 5:30pm : Module 8  
End of the day

