



# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY



www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## PROPOSAL

*Prepared by : SAFMA  
Cape Town 2012  
South Africa*



Members of  
Cape Chambers of Commerce and Industry

Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education Centre Block D Plantation Road Ottery 7800





# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## Executive Summary

### SAFMA

It is an association of professionals who are dedicated in upgrading Fire Fighting techniques and safety. SAFMA produces and markets high quality that compliments standards.

### Mission

To identify areas for fire and first aid training and to foster the development and validation of training materials for industrial, Commercial, Marine and other related areas.

### Objectives

After completing any of the courses the candidates will understand and be able to completely perform the fire fighting and first aid duties and responsibilities assigned to them in the company's emergency action plan.

Our offer to your company

## EMERGENCY MANAGEMENT

If you have not already started your emergency planning process then there is no time to waste. Statistics tells us that the vast majority of organizations that experience an emergency without an emergency plan in place unfortunately do not survive, that is why we have to plan now to avoid becoming a statistic. There is no "off the shelf" option in emergency management, all businesses are unique and must be treated accordingly. A little work upfront can make all the difference when it comes to survival. Using our simple emergency step plan, we will assist you in protecting your most valuable commodity 'Your reputation' whilst you ensure that both your business and the emergency is handled effectively. During any emergency there are many different areas that require your immediate attention. The incident itself will only be one aspect; other areas that will require immediate and effective management include your staff, neighbours, facilities, customers, suppliers, new media, and stakeholders to name but a few.

From plan construction: live time practical exercises and training for the senior management responsible for executing your plan, **SOUTH AFRICAN FIRE AND MEDICAL ACADEMY** can help you face the future with confidence.

Members of  
Cape Chambers of Commerce and Industry

Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education CentreBlock D Plantation Road Ottery 7800



# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## Fire Extinguisher and Hose Training

Using a fire extinguisher or a fire hose for real may be of the most difficult and crucial tasks we ever perform at work, don't leave this to chance make sure that the first time need to use a fire extinguisher and fire hose you know what to do! Training to use fire extinguishers and fire hoses is a practical, fun session; you will have the opportunity to put out "real flames" with "real fire extinguishers and fire hoses," and is one of the skills you may have to use in the home one day. Don't take chances.



## PEACE OF MIND

At SAFMA we pride ourselves on excellent customer service. We strive to constantly and consistently exceed customer expectations and to build a positive report with each client.

Being flexible in meeting industry demands, along with our client focused attitude ensures a positive, high-quality experience. We continually verify satisfaction with our training and services and look forward to hearing any feedback our clients may have to offer. The greatest benefit derived from this training unit is the ability to adequately train the men and women who risk their lives to fight fires and assisting casualties by their knowledge of First Aid.

Proper training is essential to the safety of your working environment and housekeeping. This academy has and will continue to improve fire fighting techniques and safety strategies (first aid) to all industries and communities for the years to come.

Members of  
Cape Chambers of Commerce and Industry  
Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

CONTACT: TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
ADDRESS: Ottery Youth & Education Centre Block D Plantation Road Ottery 7800





# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *5 Hour Fire Extinguisher & Introduction to Fire Fighting*

- ❖ The burning process
- ❖ Spread of fire
- ❖ Signs of a back draught
- ❖ Methods of Extinguishing Fires
- ❖ Classes of Fire



Members of  
Cape Chambers of Commerce and Industry  
Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

CONTACT: TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
ADDRESS: Ottery Youth & Education Centre Block D Plantation Road Ottery 7800







# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *Basic Fire Training*

- ❖ Fire Behaviour
- ❖ Portable fire extinguishers
- ❖ Fire hose and fire stream
- ❖ Fire Prevention and Public Education
- ❖ Fire team organisation and Responsibilities



Members of  
Cape Chambers of Commerce and Industry  
Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education Centre Block D Plantation Road Ottery 7800





# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *2 DAY FIRE MARSHAL*

- ❖ Fire Behaviour
- ❖ Portable fire extinguishers
- ❖ Fire hose and fire stream
- ❖ Hazard recognition
- ❖ Fire detection and alarm system
- ❖ Fire prevention and public education
- ❖ Fire team organization and responsibilities
- ❖ Hose, nozzles, and appliances
- ❖ Fixed extinguishing systems
- ❖ Incident Management

Members of  
Cape Chambers of Commerce and Industry

Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education CentreBlock D Plantation Road Ottery 7800





# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *Health and Safety Awareness Course*

- ❖ Objectives of the act
- ❖ Scope of the act
- ❖ Important definitions
- ❖ General duties of employers
- ❖ General duties of employees at work
- ❖ Designation of health and safety representatives
- ❖ Functions of health and safety representatives
- ❖ Appointment of health and safety committees
- ❖ Functions of health and safety committees
- ❖ Delegation of duties-chief executive officer
- ❖ Acts or omissions by employees or mandatory

Members of  
Cape Chambers of Commerce and Industry

Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education CentreBlock D Plantation Road Ottery 7800



# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *Health and Safety Representative*

- ❖ Occupational Health and Safety Act
- ❖ Principles of Supervision
- ❖ Health and Safety Representatives and Committees
- ❖ Incidents and Accidents
- ❖ Planned tasks and observations
- ❖ Personal Protective Equipment
- ❖ Overview of the COID Act

Members of  
Cape Chambers of Commerce and Industry

Accreditations:  
Transport and Education Authority TETAD6-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education Centre Block D Plantation Road Ottery 7800





# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *FIRST AID TRAINING COURSE LEVEL 1*

**Target population:** For all personnel from commercial and industrial environments that are designated as first-aiders

**Objective:** To equip candidates with the practical skills and essential awareness to function as first-aiders in their work environment.

**Content:**

- Theory of human anatomy
- Use of first aid equipment
- Patient care
- Airway management
- Emergency kits
- CPR
- Shock
- Burns
- Stroke
- Signs and symptoms

**Requirements:** Able to pass a theoretical and practical test

Members of  
Cape Chambers of Commerce and Industry  
Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education Centre Block D Plantation Road Ottery 7800



# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *FIRST AID TRAINING COURSE LEVEL 2*

- ❖ Principles of first aid and safety: emergency scene
  
- ❖ Artificial respiration
  
- ❖ Airway obstruction (choking)
  
- ❖ Wounds and bleeding
  
- ❖ Shock, unconsciousness and fainting
  
- ❖ Fractures
  
- ❖ Head and spinal injuries
  
- ❖ Joint injuries and rescue carries
  
- ❖ Chest injuries

Members of  
Cape Chambers of Commerce and Industry

Accreditations:  
Transport and Education Authority TETAD6-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education Centre Block D Plantation Road Ottery 7800



# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY



www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

- ❖ Hand injuries
  
- ❖ Eye injuries
  
- ❖ Multiple injuries management
  
- ❖ Cardio-pulmonary resuscitation (CPR)
  
- ❖ Child and infant resuscitation
  
- ❖ Pelvic and abdominal injuries
  
- ❖ Environmental illnesses and injuries
  
- ❖ Burns
  
- ❖ Stings, bites and poisoning
  
- ❖ Chest pain and paralysis
  
- ❖ Fits (epilepsy)
  
- ❖ Management of foreign objects

Members of  
Cape Chambers of Commerce and Industry  
Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education CentreBlock D Plantation Road Ottery 7800





# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

- ❖ Soft tissue injuries
- ❖ Elementary and applied anatomy and physiology
- ❖ Fits, breathlessness and skin reaction



Members of  
Cape Chambers of Commerce and Industry  
Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education CentreBlock D Plantation Road Ottery 7800







# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *First Aid @ Sea*

- ❖ EMERGENCY ACTION
- ❖ MAJOR FIRST AID TECHNIQUES
- ❖ WOUNDS AND BLEEDING
- ❖ FRACTURES AND DISLOCATIONS
- ❖ SHOCK
- ❖ BURNS
- ❖ HANDLING CASUALTY
- ❖ DROWNING AND NEAR DROWNING
- ❖ CPR
- ❖ FISH HOOK ACCIDENTS
- ❖ HYPOTHERMIA
- ❖ SUNSTROKE

Members of  
Cape Chambers of Commerce and Industry  
Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education Centre Block D Plantation Road Ottery 7800



# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *2 Day Breathing Apparatus*

- ❖ Introduction
- ❖ Hazardous atmosphere
- ❖ Types of breathing Apparatus
- ❖ Safety precaution
- ❖ Inspection
- ❖ Stage 1 procedure
- ❖ Search and rescue
- ❖ The respiratory system
- ❖ The atmosphere and hazardous atmospheres
- ❖ Commonly encountered toxic gases
- ❖ Self contained breathing apparatus

Members of  
Cape Chambers of Commerce and Industry

Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education CentreBlock D Plantation Road Ottery 7800





# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

- ❖ SCBA set components
- ❖ Inspection and maintenance of SCBA
- ❖ Putting on and taking off SCBA
- ❖ Operational use of SCBA
- ❖ Escape only breathing apparatus sets



Members of  
Cape Chambers of Commerce and Industry  
Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education Centre Block D Plantation Road Ottery 7800





# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *Marine Fire Training*

- ❖ Onboard fire causes and prevention
- ❖ Hot work operations
- ❖ Fire fighting procedures
- ❖ Fire behaviour
- ❖ Portable fire



Members of  
Cape Chambers of Commerce and Industry  
Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education CentreBlock D Plantation Road Ottery 7800







# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *Advanced Marine*

- ❖ Fire fighting at sea
- ❖ Fire fighting in port
- ❖ Damage control
- ❖ Emergency response process
- ❖ On board fire causes
- ❖ Fire fighting equipment
- ❖ Fire fighting strategies

Members of  
Cape Chambers of Commerce and Industry

Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education CentreBlock D Plantation Road Ottery 7800





# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *1 DAY EVACUATION COURSE*

- ❖ When and why to **EVACUATE**
- ❖ The **EVACUATION** plan
- ❖ Developing an **EMERGENCY PLAN**
- ❖ When an **EMERGENCY** arises
  
- ❖ **THE EMERGENCY COORDINATING COMMITTEE**
- ❖ Emergency Controller / Fire Safety Officer
- ❖ Evacuation Warden
- ❖ Fire Teams
- ❖ First Aid Teams
- ❖ Accountability Monitor
  
- ❖ How to report an **INCIDENT** and flow of **INFORMATION**
  
- ❖ **THE EVACUATION**
- ❖ Muster point
- ❖ After Evacuation
  
- ❖ The Evaluation
  
- ❖ What to do if you are trapped
  
- ❖ **RECOMMENDED EQUIPMENT**

Members of  
Cape Chambers of Commerce and Industry

Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education CentreBlock D Plantation Road Ottery 7800



# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *RIGGING AND SLINGING*

### WHO SHOULD ATTEND

Staff involved with Rigging operations, Safety practitioners and Learner Engineers.

### COURSE CONTENT

- ❖ Responsibility to safe lifting operations
- ❖ Planning lifting operations
- ❖ Supply and care of rigging operations
- ❖ Procedures and precautions
- ❖ Maintain and inspection of lifting gear
- ❖ Determining load weights
- ❖ Centre of gravity
- ❖ Sling configurations
- ❖ Types of slings, hooks and blocks etc



### AIM

The aim of this course is to equip the delegate with the necessary skill and knowledge on lifting operations and basic rigging & slinging. Delegates will be able to do simple calculations on load weights and care for lifting equipment.

Members of  
Cape Chambers of Commerce and Industry  
Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

CONTACT: TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
ADDRESS: Ottery Youth & Education CentreBlock D Plantation Road Ottery 7800



# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *Scaffolding*

- ❖ Basic Materials
- ❖ Components
- ❖ Chains , ropes and fasteners
- ❖ Height restrictions, classifications, usage and safety factors
- ❖ Foundations for scaffolding
- ❖ Design requirements for access scaffolding
- ❖ Erection of scaffolding
- ❖ Safety precautions
- ❖ Inspection
- ❖ Maintenance and storage
- ❖ Control of scaffolding operations
- ❖ Responsibilities of the scaffold user
- ❖ Training requirements for scaffolding personnel



Members of  
Cape Chambers of Commerce and Industry  
Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education CentreBlock D Plantation Road Ottery 7800





# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *RISK ASSESSMENT*

### WHO SHOULD ATTEND

Risk Assessors, Safety Co-ordinators, Health & Safety committee members, Engineers, Learner Engineers, Staff involved with Safety practises.

### COURSE CONTENT

- ❖ Identifying hazards and assessing risk
- ❖ Work, health, safety and the environment
- ❖ Causes of incidents, accidents and injuries
- ❖ Workplace inspection
- ❖ Occupational risk exposure profile
- ❖ Apply preventative measures in the workplace



### AIM

The aim of this course is to equip the delegate with the skill and knowledge in order to maintain a risk free environment. Delegates will gain knowledge and insight regarding their role as stipulated in the OHS act. Participation in a practical risk validation programme will be attained.

Members of  
Cape Chambers of Commerce and Industry  
Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



Cape Regional Chamber

CONTACT: TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
ADDRESS: Ottery Youth & Education CentreBlock D Plantation Road Ottery 7800





# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY

www.safireacademy.co.za

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

## *SAFETY HEALTH & ENVIRONMENTAL TRAINING COURSE: SHEP TRAC COURSE*

### WHO SHOULD ATTEND

Occupational Safety, Health, Environmental Practitioners and Co-ordinators, Safety committee members, staff involved with safety programmes.

### COURSE CONTENT

- ❖ Identify hazards
- ❖ Evaluate hazards
- ❖ Control hazards
- ❖ Explain & use relevant legislation & regulations
- ❖ Carry out occupational health & safety training
- ❖ Gather and organise occupational health & safety information from workplace
- ❖ Measure & calculate physical quantities in practical situations relevant to the adult.
- ❖ Explore, analyse and critique describe, interpret and justify geometrical relationship.



Members of  
Cape Chambers of Commerce and Industry  
Accreditations:  
Transport and Education Authority TETAD6-127  
South African Maritime Safety Authority



Cape Regional Chamber

CONTACT: TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
ADDRESS: Ottery Youth & Education CentreBlock D Plantation Road Ottery 7800





# SAFMA

SOUTH AFRICAN FIRE AND MEDICAL ACADEMY



[www.safireacademy.co.za](http://www.safireacademy.co.za)

TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911

Members of  
Cape Chambers of Commerce and Industry

Accreditations:  
Transport and Education Authority TETA06-127  
South African Maritime Safety Authority



*Cape Regional Chamber*

**CONTACT:** TEL: +27 21 703 8911 Cell: 082 580 6831 FAX : +27 21 704 8911  
**ADDRESS:** Ottery Youth & Education Centre Block D Plantation Road Ottery 7800

