



## OVERVIEW

With over 20 years experience in Police Services and Emergency Management Training, *WAem* (*WA emergency management*) provides a superior specialist consulting service. We assist your organisation to effectively **PLAN** for, **PREVENT**, **PREPARE** for, **RESPOND** to, **RECOVER** from and **REVIEW** emergency situations.

## KEY SERVICES

### ➤ *Emergency Planning*

Working with you to meet your organisations requirements, we **Develop**, **Coordinate** and **Implement** your tailored emergency management package. Documentation is professional, comprehensive and in accordance with Australian Standard requirements.

### ➤ *Emergency Training*

To build your organisations competency, we **Design** and **Deliver** resourceful and engaging training to ensure personnel are skilled, competent and confident to respond to any potential emergency situations.



## ***EMERGENCY PLANNING, RESPONSE & RECOVERY SERVICES***

### **OVERVIEW**

In the event of an emergency; building owners, property managers, lessors and employers need to ensure safety of all occupants. There is important obligations in the planning process, implementation and monitoring to meet both regulatory and strategic requirements.

With WAem's resources and technical expertise we work with you to efficiently and effectively provide your customised Emergency Planning Programmes.

### **EMERGENCY PLANNING PROCESS**

#### ***➤ Site Profiling / Auditing***

We are methodical in providing YOUR site specific emergency requirements to meet a range of potential emergency situations. Relevant procedures and responsibilities are developed after thoroughly reviewing the business, site location, current systems and organisational structure.

#### ***➤ Planning Structure***

YOUR emergency response planning is adapted to your operational and resource capabilities. This includes designing and establishing the required emergency roles and responsibilities to be site specific which can be utilised with your internal Disaster Recovery and / or Business Continuity Planning.

#### ***➤ Documentation***

WAem provides YOU with comprehensive yet "no-nonsense" clear defining documentation. Guidelines that are concise and practical will ensure YOUR ECO (Emergency Control Organisation), identify and are familiar with their individual responsibilities.

#### ***➤ Emergency / Incident Training***

We provide a diverse range of typical emergency response related training programmes including, but not limited to; Evacuation Exercises, Fire Awareness and Fire Suppression Equipment, Bomb, Chemical & Biological Threats, Workplace Intrusion, Medical Emergencies, Natural Disasters and situations that may not necessarily be potentially life threatening, however still require intervention from the Warden Team, such as Power, Water and Gas related incidents. Training is continually reviewed, so you are assured that our content includes appropriate countermeasures for any new threats. Our training sessions provide education presented in a friendly, interactive atmosphere combined with hands on exercises.



## **EMERGENCY TRAINING SERVICES**

### **OVERVIEW**

Every workplace is unique and requires emergency training to suit! *WAem* adapts training to complement your workplace culture providing education presented in a friendly, interactive atmosphere combined with hands on knowledge. We provide training in the following main areas of emergency management and also offer customised training if required. Wherever possible training is best “on site”, but off site training can be arranged.

### **➤ *Emergency Planning Committee***

A vital part of your organisation is to have a proactive EPC (Emergency Planning Committee). Your committee’s responsibility is to administer YOUR sites emergency management procedures. *WAem* provides training ensuring they have the confidence and are competent in satisfying the roles of the committee.

*WAem* can also assist in your EPC meetings. If support, combined with knowledge is required, we can provide specialist input to assist in your planning.

### **➤ *Chief Warden Training***

Undoubtedly YOUR Chief Warden holds a critical role in co-ordinating a successful outcome to any incident that may occur and holds the lead as a voluntary position in the ECO. *WAem* provides your Chief Warden with “hands on” training to gain understanding and confidence in co-ordinating emergency response evacuations. This training is combined with full training and utilisation of site Emergency Warning Systems.

### **➤ *Warden Training***

As with the Chief Warden, YOUR Warden Team hold voluntary positions that are a vital part of the ECO. *WAem* provide training to YOUR Wardens to gain understanding and confidence to competently perform their tasks and responsibilities in emergency situations.

### **➤ *EWS / EWIS Training***

An essential part of *WAem* training is to provide practical instruction in the use of the EWS (Emergency Warning System) and EWIS (Emergency Warning Intercommunication System) panels. YOUR Team will gain understanding and confidence in operating the EWS / EWIS for use in emergency situations.



## **EMERGENCY TRAINING SERVICES (Cont...)**

### **➤ Scenario Exercises**

WAem provide scenario exercise training using desktop applications or tailored interactive sessions. The ECO are presented with hypothetical emergency situations designed for the team to interact, practicing emergency plans and procedures to achieve a suitable outcome. Scenario exercises are designed to be engaging and assist the ECO in further gaining knowledge and confidence for use in emergency situations.

### **➤ Evacuation Exercises**

WAem work with your ECO to co-ordinate and execute evacuation exercises. Under Australian Standard AS 3745 all sites must conduct at least one annual evacuation exercise involving all occupants of the building. We monitor and observe the ECO in every evacuation and at the completion a detailed debriefing session is held providing feedback on the effectiveness of the ECO and identifying any improvement actions.

### **➤ Reports**

At the completion of training WAem will provide you with a comprehensive report detailing attendance numbers, observations and any recommendations we believe need addressing.

# **WA emergency management**

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***“PLAN FOR THE WORST, EXPECT THE BEST”***