



<b>COURSE TITLE</b>	: Emergency Preparedness & Response Plan	<b>COURSE CODE</b>	: EPRP
<b>COURSE DURATION</b>	: 2 day(s) / 13.75 hour(s)	<b>COURSE LEVEL</b>	: Basic
<b>COURSE CATEGORY</b>	: Non-Competency		
<b>HRDF SCHEME</b>	: SBL		
<b>COURSE FEE</b>	: RM848.00 (inclusive of SST)		

**1. OBJECTIVES:**

At the end of the course, the participant will be able to:

- i. Understand the importance of Emergency Preparedness.
- ii. Understand the legislative requirements and standards on Emergency Preparedness.
- iii. Describe the elements of emergency planning and related functions.
- iv. Conduct evacuation.

**2. TARGET GROUP(S):**

- i. Managers/ Executives.
- ii. Safety and Health Officers.
- iii. OSH Practitioners.
- iv. Safety and Health Committee Members.
- v. Supervisors and ERT Members.

**3. ENTRY REQUIREMENT(S):**

- i. -

**4. TOPIC(S):**

- i. Overview Emergency and Emergency Management.
- ii. Legal Provisions and Standards.
- iii. Overview of Hazards and Risks.
- iv. Emergency Response Plan (ERP).
- v. Incident Command System (ICS).
- vi. Emergency Response Team (ERT).
- vii. Emergency Evacuation Procedure.
- viii. Emergency Suppressions Fire.
- ix. Hazardous Material Incident.
- x. Decontamination & Control Zones.
- xi. Table Top Exercise.



**5. LIST OF REFERENCE BOOK(S):**


- i. NSC Directive No. 20.
- ii. OSHA 1994.
- iii. UBBL 1984/ Fire Services Act 1988.
- iv. MS1722.
- v. OHSAS 18001.
- vi. ISO 14001
- vii. Guidelines on HIRARC 2008.

**6. LIST OF TEACHING AID(S):**

- i. LCD Projector.
- ii. Computer.
- iii. White Board with accessories.
- iv. Flip Chart with accessories.

**7. LIST OF CLASSROOM ACTIVITIES:**

- i. Table top exercise.

	<b>NATIONAL INSTITUTE OF OCCUPATIONAL SAFETY AND HEALTH</b>			
	<b>COURSE SCHEDULE</b>			
	No. Dokumen	No. Pindaan	Tarikh	Muka Surat
NIOOSH-PDD-CS-EPRP	00	25 Mar 2014	1 / 1	

**COURSE TITLE: EMERGENCY PREPAREDNESS AND RESPONSE PLAN**

**DAY ONE**

TIME	HOURL	TOPICS	TRAINER/ FACILITATOR
0830 - 0900	0.50	Introduction to the Course	
0900 - 1000	1.00	Overview Emergency and Emergency Management	
1015 - 1030	0.25	MORNING TEA BREAK	
1015 - 1115	1.00	Legal Provisions and Standards	
1115 - 1145	0.50	Overview of Hazards and Risks	
1145 - 1300	1.25	Emergency Response Plan (ERP) Incident Command System (ICS)	
1300 - 1400	1.00	LUNCH	
1400 - 1530	1.50	Emergency Response Team (ERT)	
1515 - 1530	0.25	AFTERNOON TEA BREAK	
1545 - 1615	0.50	Continue	
1615 - 1715	1.00	Emergency Evacuation Procedure	
	<b>6.75</b>	<b>END OF DAY ONE</b>	

**DAY TWO**

TIME	HOURL	TOPICS	TRAINER/ FACILITATOR
0900 – 0930	0.50	Recap Day 1	
0930 – 1030	1.00	Emergency Suppressions Fire	
1015 - 1030	0.25	MORNING TEA BREAK	
1045 - 1130	0.75	Continue	
1130 - 1300	1.50	Hazardous Material Incident Decontamination Control Zones	
1300 - 1400	1.00	LUNCH	
1400 - 1530	1.50	Table Top Exercise	
1515 - 1530	0.25	AFTERNOON TEA BREAK	
1545 - 1700	1.25	Group Presentation and Discussion	
1700 - 1730	0.50	Evaluation/ Closing	
	<b>7.00</b>	<b>END OF THE COURSE</b>	

Last updated on 25<sup>th</sup> March 2014 by PDD