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## **REGULATIONS FOR THE PROFESSIONAL CERTIFICATE EVACUATION AWARENESS**

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These regulations shall be read in conjunction with Constitution of the Centre for Occupational Health and Safety (Standard Operating Policies, Practise and Procedures Manual, 2022)

**Name of Qualification:** Evacuation Awareness

1. **Duration of the course :** 1 day
2. **Student entry qualifications:**
  - i. Normally a prospective student must possess a minimum of 5 O LEVELS
  - ii. University degree, professional qualification, tertiary certificate or equivalent from a recognised institution or class 2(two) driver
  - iii. Relevant work experience
  - iv. The centre shall, at its discretion and if it deems fit, subject any prospective student to an entry interview as part of entry requirements.

## **PROGRAMME STRUCTURE**

This is an intensive, multidisciplinary programme designed to equip students from various backgrounds with skills and knowledge.

## **MODE OF DELIVERY**

Teaching methods includes lectures, case studies, seminars, group presentations, practical exercises and scenarios.

## **LEARNING RESOURCES**

Each module shall be guided by a detailed course outline, lecture notes; electronic and hard copy hard copy hand outs, and reading texts in the library. Students shall also be required to conduct online research.

## **CONTINUOUS ASSESSMENT METHOD**

- i. Each student shall be required to submit two (2) typed assignments per module on stipulated due dates
- ii. Group work shall sometimes be give as an assignment
- iii. Each assignment shall be marked and converted into a percentage
- iv. Each candidate shall submit an examinable practical research project which shall be marked out of 25 marks and converted into a percentage.
- v. No candidate shall be allowed to rewrite a failed assignment

## **WRITTEN END OF SEMESTER EXAMINATION**

- i. Each taught module shall be examined in written form.
- ii. The candidate shall be required to answer four (4) essay questions per module from a list of Six (6) possible questions.

## **Evacuation Awareness**

The course will provide learners with the ability to distinguish between an emergency and an incident as well as understanding the different types of emergencies that may occur.

### **Course outline**

By the end of the course, the learner will have a basic understanding and concept of the following:

- identify different types of emergencies
- respond to an alarm
- understand what the duties of an emergency coordinator in an assembly are
- compile and keep emergency communication and records
- conduct basic emergency management.