

# TRAINING PROSPECTUS 2022



*The Gateway to Endless Opportunities*

## Emergency & Disaster Risk Management

Economic Development and Community Services





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# BACKGROUND

The City of Windhoek Emergency Management Training Centre was announced a Training Centre by legislation in 1978 (Fire Brigade Ordinance (Ordinance no 10 of 1978) and has since been involved in the development and presentation of National Courses.

The centre provides specialized and in-house training for the division's staff, City of Windhoek employees, corporate business world and country wide local authorities.

The Centre ensures that fire-fighters regularly update their skills in order to develop and maintain a high standard of operational efficiency within the division and country wide nationally. The City of Windhoek Emergency Management Training Centre also have Accreditation with IAHPCN(Interim Allied Health Professions Council of Namibia).



# VISION & MISSION STATEMENT



## We are committed to

- Develop excellence in professional emergency education
- Provide a forum for the exchange of information between Local Authorities
- Promote safety concepts and practices in all fire and emergency management operations in Concert with recognized standards
- Identify and improve the methods and techniques of emergency education
- To advance the purposes, goals and objectives of the professional emergency services by training
  - Provide, support and promote up to date education resources.

# LOGISTICS

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## Rules Applying

- The house rules of this Training Institute will be applicable to all students.
- Dates and courses can be cancelled or altered by the Institute if required.
- For advance courses the student should have at least Grade 12, passed with 25 points.
- The student should be physically/ mentally fit, medical certificate to be produced as proof for
- All Fire Fighter and Rescue courses.
- Course fees must be fully paid before the end of the course or certification.
- Any re-issuing of certificates or statement of results will cost N\$150.00 per certificate / statement.
- All certificates and statements of results must be signed for.
- It is essential that nominated students have a good knowledge of English
- Indemnity All learners should complete the indemnity before the course commences.
- Applications all applications should be received by the closing date, indicated on the program.

## Address All Information Can Be Forwarded to The Following Address:

City of Windhoek - Emergency Management Training Institute

P.O. Box 50244 - Bachbrecht Windhoek

Tel: +26461 - 261251

Fax: +26461 – 290 2801

# PAYMENTS

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**Cheques for the courses, accommodation and meals should be made out to City of Windhoek Emergency Management Training or City of Windhoek Mess and Catering Services.**

## **Course Tuition Payments**

City of Windhoek

Banking Details

Bank: First National Bank

Number: 62012146115

Branch: 281872

## **Fire and Rescue Training**

City of Windhoek First National Bank

Account Number: 62012146115

Branch: 281872

Reference: 1040052051090

## **Medical Training**

City of Windhoek

First National Bank

Account Number: 62012146115

Branch: 281872

Reference: 1040102051030

## **Mess Catering Services**

Bank Windhoek

Account Number: 1026729901

Branch: 481-972

Windhoek Branch

## **All Prices and Dates are Subject to Change Without Prior Notice**

Prices for courses does not include VAT

Refunds prior To 14 Days of start of course.

Hazmat Awareness and Operational Courses are dealt with during FFI & II Classes or seperately if/when needed Learners must have their own learning materials when the course commences.

# FIRE AND RESCUE COURSES



Fire Fighter I

Fire Fighter II

Hazmat First Responder-Awareness Level

Hazmat First Responder-Operational Level

Fire Service Instructor

Fire Officer One

High Angle Rescue

Light Vehicle Rescue and Extrication

Pumping Apparatus Driver/Operator

Portable Fire Extinguishers

# FIRE FIGHTER I



<b>Duration:</b>	14 Weeks
<b>Target Population/Group:</b>	Newly appointed fire fighters to Local Authorities, Volunteers of Local Authorities and private candidates waiting to take up Fire Fighting as a career
<b>Prerequisites:</b>	<ul style="list-style-type: none"><li>• Grade 12 or Equivalent</li><li>• No Physical inabilities</li><li>• Vertigo</li><li>• Claustrophobic</li><li>• Phobia of the dark</li><li>• Physically sound (at least 2,4km running in 12 minutes)</li></ul>
<b>Maximum Students:</b>	15 members
<b>Follow up Course:</b>	Fire Fighter II Assessment
<b>Assessment Method:</b>	Theoretical and practical evaluation
<b>Code and Standards:</b>	NFPA 1001 Registered/Approved- SAESI/IFAC
<b>Prescribed Literature:</b>	IFSTA: Essentials of Fire Fighting-6th Edition IFSTA: Essentials of Fire Fighting-6th Edition Study Guide IFSTA: Hazardous Materials for First Responders North American/SANS Emergency Response Guidebook

\* **PLEASE NOTE:** This Course Includes Hazmat Awareness

# FIRE FIGHTER II



<b>Duration:</b>	6 Weeks
<b>Target Population/Group:</b>	Any member with a Fire Fighter I certificate or who qualifies to be accredited according to SAESI and IFSAC standards with a FFI Certificate.
<b>Prerequisites:</b>	Fire Fighter 1 Certificate as well as Light Motor Vehicle Rescue Certificate
<b>Maximum Students:</b>	15 members
<b>Follow up Course:</b>	Fire Service Instructor I
<b>Assessment Method:</b>	Theoretical and practical evaluation Code and Standards: Code and Standards - NFPA 1001 Registered /Approved: SAESI/IFSAC
<b>Contents:</b>	Revision of Fire Fighter I level Hazmat Operational (credit will be given if students has of this qualification)
<b>Prescribed Literature:</b>	IFSTA: Essentials of Fire Fighting IFSTA: Essentials of Fire Fighting-Study Guide IFSTA: Hazardous Materials for First Responders NORTH AMERICAN/SANS: Emergency Response Guidebook

# FIRE FIGHTER INSTRUCTOR I



<b>Duration:</b>	10 Days
<b>Target Population/Group:</b>	Platoon Leaders and Station Officers
<b>Prerequisites:</b>	<ul style="list-style-type: none"><li>• Grade 12</li><li>• 3 Years applicable experience</li><li>• Certificate in Fire Technology or a Fire Fighter II Certificate</li></ul>
<b>Maximum Students:</b>	15 members
<b>Follow up Course:</b>	Fire Service Instructor II still to be develop
<b>Assessment Method:</b>	Theoretical and practical evaluation
<b>Code and Standards:</b>	NFPA 1041 Registered /Approved: SAESI/IFSAC
<b>Prescribed Literature:</b>	IFSTA: Fire Service Instructor: 7th Edition

# HAZMAT FIRST RESPONDER AWARENESS LEVEL



<b>Duration:</b>	10 Days
<b>Target Population/Group:</b>	Any First Responder, Traffic Department and private sector
<b>Prerequisites:</b>	Must be able to properly read and write English
<b>Maximum Students:</b>	15 members
<b>Follow up Course:</b>	Hazmat Operational Level
<b>Assessment Method:</b>	Theoretical and practical evaluation
<b>Code and Standards:</b>	NFPA 472 Registered /Approved: SAESI/IFSAC
<b>Prescribed Literature:</b>	IFSTA: Hazardous Materials For First Responders NORTH
<b>AMERICAN/SANS:</b>	Emergency Response Guidebook

# HAZMAT FIRST RESPONDER OPERATIONAL LEVEL



<b>Duration:</b>	10 Days
<b>Target Population/Group:</b>	Any member with a Hazardous Material First Responder on Awareness Level Certificate
<b>Prerequisites:</b>	Hazardous Material First Responder on Awareness Level Certificate
<b>Maximum Students:</b>	15 members
<b>Follow up Course:</b>	Hazmat Technician (still to be developed)
<b>Assessment Method:</b>	Theoretical and practical evaluation Code and Standards: NFPA 472 Registered/ Approved: SAESI/IFSAC Evaluating Process-Evaluating the Status of the Defensive Actions Communicating the status of the planned response Decontamination Process-Emergency Decontamination Equipment needed for Decontamination.
<b>Prescribed Literature:</b>	IFSTA: Hazardous Materials For First Responders NORTH AMERICAN/SANS: Emergency Response Guidebook

\* **PLEASE NOTE:** Each learner must supply their own NFPA/SABS approved Fire boots, Bunker Pants, Bunker Jacket, Helmet with visor, Firefighting Gloves and Flash Hood.

# FIRE OFFICER I



<b>Duration:</b>	10 Days
<b>Target Population/Group:</b>	Station Officers, Crew Commanders Shift Managers
<b>Prerequisites:</b>	Certificate in Fire Engineering or a Fire Fighter II Supervisors or Managers
<b>Maximum Students:</b>	15 members
<b>Assessment Method:</b>	Theoretical and practical evaluation
<b>Code and Standards:</b>	NFPA 1021 Registered/Approved: SAESI/IFSAC
<b>Prescribed Literature:</b>	IFSTA: Fire Department Company Officer-3rd Edition

# HIGH ANGLE RESCUE



<b>Duration:</b>	10 Days
<b>Target Population/Group:</b>	Fire fighters to Local Authorities, Volunteers of Local Authorities and private candidates waiting to take up Fire Fighting as a career
<b>Prerequisites:</b>	No physical inabilities; vertigo, claustrophobic, phobia of the dark, physically sound
<b>Maximum Students:</b>	15 members
<b>Assessment Method:</b>	Theoretical and practical evaluation Registered/Approved- SAESI/IFSAC
<b>Prescribed Literature:</b>	MOSBY: High Angle Rescue Techniques

**\* PLEASE NOTE:** Each learner must supply their own NFPA/SABS approved Fire boots, Bunker Pants, Bunker Jacket, Helmet with visor, Firefighting Gloves and Flash Hood.

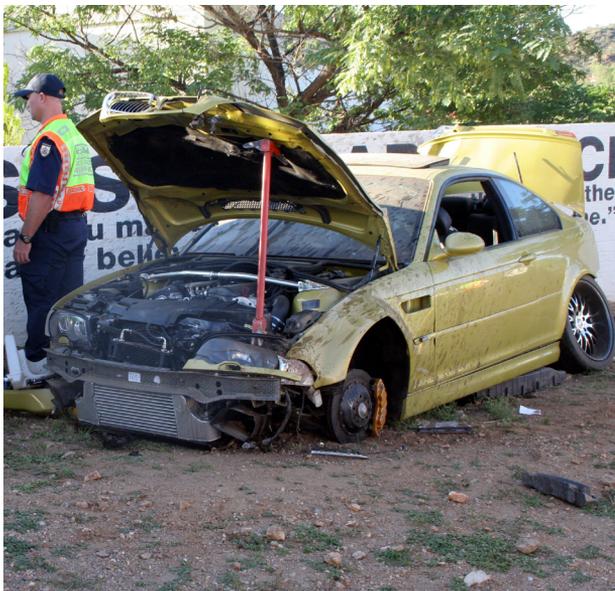
## (SCBA) SELF CONTAIN BREATHING APPARATUS/CONFINE SPACE



<b>Duration:</b>	8 Days
<b>Target Population/Group:</b>	Fire fighters to Local Authorities, Volunteers of Local Authorities and private candidates waiting to take up Fire Fighting as a career
<b>Prerequisites:</b>	No physical inabilities; vertigo, claustrophobic, phobia of the dark, physically sound
<b>Maximum Students:</b>	15 members
<b>Assessment Method:</b>	Theoretical and practical evaluation
<b>Code and Standards:</b>	NFPA 1001 Registered /Approved: SAESI/IFSAC
<b>Prescribed Literature:</b>	IFSTA- Essentials of Fire Fighting IFSTA- Essentials of Fire Fighting

*\* PLEASE NOTE: Each learner must supply their own NFPA/SABS approved Fire boots, Bunker Pants, Bunker Jacket, Helmet with visor, Firefighting Gloves and Flash Hood.*

# VEHICLE RESCUE AND EXTRICATION



<b>Duration:</b>	8 Days
<b>Target Population/Group:</b>	Fire fighters to Local Authorities, Volunteers of Local Authorities and private candidates waiting to take up Fire Fighting as a career
<b>Prerequisites:</b>	No physical inabilities; vertigo, claustrophobic, phobia of the dark
<b>Maximum Students:</b>	15 members
<b>Assessment Method:</b>	Theoretical and practical evaluation
<b>Code and Standards:</b>	NFPA 1001 Registered /Approved: SAESI/IFSAC
<b>Prescribed Literature:</b>	IFSTA- Essentials of Fire Fighting: 4th Edition IFSTA- Essentials of Fire Fighting: 4th Edition Study Guide MOSBYJEMS: Vehicle Rescue and Extrication: 2nd Edition

\* **PLEASE NOTE:** Each learner must supply their own NFPA/SABS approved Fire boots, Bunker Pants, Bunker Jacket, Helmet with visor, Firefighting Gloves and Flash Hood.

# PUMP/DRIVER OPERATOR



<b>Duration:</b>	7 Days
<b>Target Population/Group:</b>	Platoon Leaders and Senior Fireman
<b>Prerequisites:</b>	Grade 12, Certificate in Fire Engineering or equivalent and a Code CIE Drivers License
<b>Maximum Students:</b>	15 members
<b>Follow up Course:</b>	Driver/Operator II (still to be developed)
<b>Assessment Method:</b>	Theoretical and practical evaluation Code and Standards: NFPA 1002 Registered/Approved: SAESI/IFSAC
<b>Prescribed Literature:</b>	IFSTA: Fire Department Pumping Apparatus

**\* PLEASE NOTE:** Each Learner must supply their own NFPA/SABS approved Fire boots, Bunker Pants, Bunker Jacket, Helmet with visor, Firefighting Gloves and Flash Hood.

## FIRE EXTINGUISHER SERVICING, MAINTENANCE & RECONDITIONING

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<b>Duration:</b>	5 Days
<b>Target Population/Group:</b>	Full time and Volunteer fire fighters of Local Authorities and members whose career is in-line
<b>Prerequisites:</b>	Must be a member of a company registered with the Ministry of Trade and Industry who deal with such equipment as a career
<b>Maximum Students:</b>	12 members
<b>Assessment Method:</b>	Theoretical and practical evaluation Code and Standards: SABS:1475SABS-0105 Written test
<b>Prescribed Literature:</b>	SABS: 1475SABS-0105

# FIRE EXTINGUISHER COURSE



**Duration:** 1 Day

**Target population/group:** Full time and Volunteer fire fighters of Local Authorities and any Member of a Business or Public

**Prerequisites:** None

**Maximum Students:** 20 members

**Assessment Method:** Theoretical and practical evaluation Code and Standards-SABS-1475SABS: 0105

**Contents:** Theory of fire Heat distribution Minor inspection and annual maintenance of Fire extinguishers and hose reels. Regular inspection Different types of extinguishers Practical operation of fire extinguishers

**Prescribed Literature:** SABS: 1475SABS-0105

## **MEDICAL:**

- A. First Aid Qualification
- AB. Emergency Care Practitioner Basic
- C. Emergency Care Practitioner Intermediate

# CONTACT DETAILS

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Box 50244, Bachbrecht Windhoek  
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# TRAINING COURSE'S FEE STRUCTURE

Course	Cost	Duration
Fire extinguisher	N\$ 470.60	1 Day
Basic Fire Fighting Course	N\$ 7 765.12	2 Weeks
SCBA and Confined Space Rescue	N\$ 5 176.77	10 Days
Fire Officer I	N\$ 4 270.55	10 Days
Vehicle extrication/entrapment rescue course	N\$ 4 697.62	10 Days
Aerial apparatus	N\$ 5 176.77	15 Days
Hazmat first response awareness	N\$ 4 697.62	10 Days
Challenge (Hazmat first response awareness)	N\$ 626.82	1 Day
Hazmat first response operation	N\$ 3 132.36	10 Days
Challenge (Hazmat first response operation)	N\$ 941.21	2 Days
Fire Fighter I	N\$ 11 272.80	40 Days
Challenge (Fire Fighter I)	N\$ 2 193.35	5 Days
Fire Service Instructor I	N\$ 4 270.55	15 Days
Pump/ Driver Operator	N\$ 4 271.88	10 Days
Ventilator	N\$ 4 271.88	8 Days
High Angle rescue	N\$ 3 884.27	10 Days
Fire Fighter II	N\$ 4 697.85	20 Days
Challenge (Fire Fighter II)	N\$ 2 132.77	2 Days
First Aid Qualification A (include CPR)	N\$ 941.21.00	5 Days
ICS – Introduction	N\$ 2 193.35.00	5 Days

## Emergency Care Practitioner Courses

### Emergency Care Practitioner Courses-Basic

Assessment Test Fee	N\$ 1 570.16	5 Weeks
Registration Costs	N\$ 9 395.17	

**Note:** A non- refundable deposit of N\$1500.00 (N\$1304.35 + N\$195.65 VAT= N\$1500.00) is payable on registration and the balance will be due on the day the course commences.

### Emergency care Practitioner Courses- Intermediate (ECP- I)

Assessment Test Fees	N\$ 1 427.00	20 Weeks
Registration Costs	N\$ 19 933.00	

**Note:** A non- refundable deposit of N1800.00 (N\$1565.22 + N\$234.78 VAT = N\$1800.00) is payable on registration and the balance will be due on the day the course commences. notes)



