



FIRE SAFETY AWARENESS COURSE (English)

Course Date: _____ Batch No: _____

Company Name: _____

Contact Person: _____ H/P: _____

Tel: _____ Fax: _____ Email: _____

Address: _____

No.	NRIC/FIN/WP No:	Full Name	DOB	Nationality	Mobile No.	Email ID
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Terms and conditions

- Trainees are reminded to be dressed in proper attire. E.g. Long pants, shirts, covered shoes or safety shoes for classes etc. No shorts and slippers are allowed.
- Participants are reminded to be in class on time. Latecomers are **STRICTLY NOT ALLOWED** into the class.
- Results will not be uploaded to MOM website, if the trainee is registered for the course with the passport number.
- Personal information collected is for the use **ONLY** for course registration, account servicing of course-related activities, course survey and / or for application of course-related funding (only if applicable)
- Course surveys shall be conducted by SSG for selected courses through the trainees' emails or contact given
- Registration forms shall be submitted 3 days before the course commencement date
- **The company reserves the right to revise the course fee without prior notice, to cancel or postpone the course due to unforeseen circumstances.**

Refund and Withdrawal Policy

- Payment is required upon receipt of confirmation.
- A **100% refund** will be provided if a written notice of withdrawal is received by EFG at least **three (3) working days before** the course commencement date.
- No refund will be given if EFG receives the notice of withdrawal **within three (3) working days** before the course commencement date.
- No refund will be issued if the participant **fails to attend the course** on the commencement date or **discontinues mid-way** through the course.
- Participant replacement is allowed, provided that the request is made **prior to course commencement**.
- If EFG cancels the course **within three (3) working days** before the course commencement date, the refund or alternative arrangement will be **reviewed and decided by Management on a case-by-case basis**.
- EFG reserves the right to review and decide on any exceptional cases at Management's discretion.



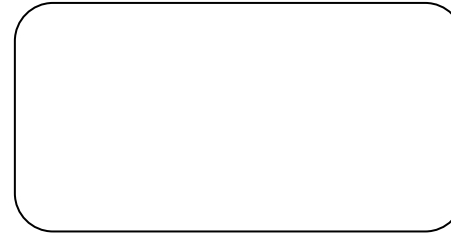


- I confirm I have received and understood pre-course information and all pages of this document.

☐ By checking the boxes above and signing below, I confirm my consent for the disclosure of the selected information.

Name:

Signature/Date



Company Stamp

Course Fees: \$120/-per participant (Excluding 9% GST)

Total course fee: \$____

Payment Mode: Cash ☐ Cheque ☐ Cheque No. _____ ☐ Pay Now ☐ Bank Transfer

(payable to EFG Training Services Private Ltd)

For Office Use Only

Verify By:

Signature:

Date:





FIRE SAFETY AWARENESS COURSE

For Whom

The **Fire Safety Awareness Course** is designed for individuals who need to develop essential knowledge and awareness of workplace fire safety. It is suitable for employees, supervisors, fire wardens, safety personnel, and anyone involved in workplace activities where fire hazards may be present. The course is also relevant for personnel responsible for fire prevention, emergency response, evacuation, and maintaining a safe workplace environment.

Entry Requirement

Participants should have **basic workplace literacy and numeracy skills** and be able to understand simple instructions in English.

Course Overview

The Fire Safety Awareness Course provides participants with essential knowledge to identify fire hazards, prevent fires, and respond safely during fire emergencies.

The course covers fire safety legislation, common causes and behaviour of fire, fire prevention, use of fire extinguishers, emergency evacuation procedures, building fire safety features, and safe assembly practices.

Participants will also understand their roles and responsibilities during a fire emergency and how to respond effectively to protect themselves and others.

Learning Objectives

- **Identify** common fire hazards and causes in the workplace.
- **Understand** basic fire behaviour and fire prevention principles.
- **Recognise** fire safety equipment and building safety features.
- **Select and use** the appropriate fire extinguisher safely.
- **Respond appropriately** when a fire emergency occurs.
- **Follow** workplace emergency evacuation procedures.
- **Perform safe evacuation** and report to the designated assembly area.
- **Understand** their roles and responsibilities during a fire emergency.



Course Contents

- Understand the basic principles and behaviour of fire
- Identify common causes and hazards of fire
- Understand fire prevention and control measures
- Know the actions to take when a fire breaks out
- Understand the types and safe use of fire extinguishers
- Know the emergency evacuation procedures
- Identify fire safety features and equipment within buildings
- Understand human behaviour during fire emergencies
- Know the roles and responsibilities during a fire
- Understand safe evacuation and fire assembly procedures

Assumed Skills & Knowledge:

- Learners must be above 18 years of age and are assumed to:
- Have a basic knowledge of fire safety

Trainer to Trainee Ratio

1: 20

Attendance requirements

100% classroom session

Assessment

Practical Performance (PP) and 10 MCQ

Training Methodology

Slides presentation, sharing of best practice and incident. Hands on practical session.

Assessment Principles

Learner shall be assessed before being Competent

Certifications

Upon successful completion of the course a card will be awarded by EFG Training Services Pte Ltd

Course Fees: \$120+GST



FIRE SAFETY AWARENESS COURSE



Ways to register

EFG TRAINING SERVICES PRIVATE LTD

WSQ Approved Training Organization (SSG), Learning Service Provider by GIC

No: 3 Soon Lee Street, # 01-16 Pioneer Junction, Singapore 627606

TEL: 6334-7872, FAX: 6334-7891

E-mail: admin@efg.com.sg

Website: www.efg.com.sg