



Unit 3 Kingfisher
House
Trinity Business Park
Trinity Way
London
E4 8TD

Tel: 020 8531 2003
Fax: 020 8531 9105

FIRE MARSHALL AND GENERAL FIRE SAFETY COURSE

REGULATORY REFORM (FIRE SAFETY) ORDER 2005

I am pleased to invite you to join us for a half day course covering the essential Fire Marshall and General Fire Safety training as required by the Regulatory Reform (Fire Safety) Order 2005.

**on Tuesday 10th November 2009
at Packford's Hotel, Snakes Lane West, Woodford Green, IG8 0BS.**

This important course is designed to instruct on the duties of the Fire Marshall and 'Responsible Person' within each organisation, and on the requirements of the Fire Safety Order. The course will enable candidates to understand

- *current UK fire legislation;*
- *duties of the employee at work;*
- *what a Fire Risk Assessment is;*
- *the structure of a Fire Emergency Plan; and*
- *how to use fire fighting equipment correctly.*

This course is structured to award the candidate a certificate of awareness.

Davenheath-OTS as an accredited installer and maintainer of fire and security systems with over 25 years experience in the business and takes great pride in developing custom solutions for its clients. Davenheath-OTS is recognised by the National Security Inspectorate (NSI – NACOSS, Gold Scheme), the Electrical Contractors Association (ECA) and Constructionline, all whom vet and monitor best business practice in the industry.

To book your place(s) please complete the booking form attached or contact Davenheath Limited on 020 8531 2003. The course will run from 9.00 am to 12.45 pm. Refreshments are included and a cost of £38.50 (inc. VAT) per person applies.

Places are allocated on a first come first served basis, so please book quickly to avoid disappointment!

Lisa Prowse
For Davenheath OTS



Schedule

- 09.00am:** Registration & Tea/Coffee
- 09.30am:** Current UK Fire Legislation and the employee at work
- 10.00am:** What is a Fire Risk Assessment
- 10.45am:** Tea/Coffee break
- 11:00am:** Fire Emergency Plan – Action on discovering a Fire
- 11:45am:** Fire Fighting Equipment – Different types of fire and practical experience of handling an extinguisher
- 12:15pm:** Q&As – Bring your questions along or email them to DHL prior to the event and ask an expert.

About Your Davenheath Speaker

Len Butcher
Fire Safety Management

Len was formerly with the London Fire Brigade for over 25 years spending the final 12 as a Fire Station Officer addressing Fire Safety issues in all types of commercial and residential premises.

Len retired from the Fire Brigade to be immediately snapped up by the London Borough of Waltham Forest to deal with all aspects of Fire Safety for Council departments. In his 19 years with Waltham Forest he produced Fire Risk Assessment Reports on council run properties, undertook Staff Training on Fire Safety and planned and evaluated new property applications.

At 65 and forced to retire Davenheath were extremely lucky to recruit Len on a consultancy basis to undertake Fire Risk Assessments and Fire related training to clients on our behalf.