



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

Tel: +27 12 004 8389 · Mobile: +27 65 077 6310

Email: apply@aatikd.co.za · Website: www.aatikd.co.za

COURSE BROCHURE

Evacuation and Emergency Drill Procedures

Law, Military Science and Security / Safety in Society

Unit Standard 242825 · NQF Level 4 · 4 Credits · 1 Day

COURSE OVERVIEW

This course equips learners with the knowledge and practical skills to plan, conduct, and evaluate workplace evacuations and emergency drills. It covers legal requirements, emergency planning, drill procedures, and post-drive evaluation to ensure compliance with South African occupational health and safety legislation.

Category	Law, Military Science and Security
Subfield	Safety in Society
Unit Standard	242825
Accreditation	SAQA Accredited · NQF Level 4 · 4 Credits
Duration	1 day
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Demonstrate understanding of relevant OHS legislation and emergency procedures.
- Plan and prepare for workplace evacuations and emergency drills.
- Conduct evacuations and emergency drills effectively.
- Evaluate the effectiveness of drills and identify areas for improvement.
- Apply communication and coordination skills during emergency scenarios.

WHO SHOULD ATTEND

- Health and safety representatives, fire marshals, emergency coordinators, supervisors, and any employees responsible for leading or participating in workplace emergency drills and evacuations.

COURSE OUTLINE

Day 1: Evacuation and Emergency Drill Procedures

- Introduction to emergency planning and legal requirements (SANS 10400, OSHA).
- Types of emergencies: fire, chemical spill, natural disasters, security threats.
- Evacuation procedures: assembly points, routes, communication, and accountability.
- Roles and responsibilities: fire wardens, marshals, first aiders, and management.
- Planning and conducting emergency drills: frequency, scenarios, and documentation.
- Evaluating drill performance: debriefing, reporting, and continuous improvement.
- Special considerations: people with disabilities, visitors, and high-risk areas.
- Practical exercise: walk-through of a workplace evacuation plan.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **4 NQF credits** at **NQF Level 4**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 12,800.00	R 12,800.00
1	In-House	R 16,600.00	R 16,600.00
1	On-Campus (Pretoria)	R 19,200.00	R 19,200.00

UPCOMING SESSIONS

Start	End	Method	Venue
11 Aug 2026	11 Aug 2026	On-Campus	Pretoria, South Africa
12 Aug 2026	12 Aug 2026	On-Campus	Abu Dhabi, UAE
12 Aug 2026	12 Aug 2026	On-Campus	Mauritius
13 Aug 2026	13 Aug 2026	On-Campus	Durban, South Africa
13 Aug 2026	13 Aug 2026	On-Campus	Cape Town, South Africa
14 Aug 2026	14 Aug 2026	On-Campus	Dubai, UAE
17 Aug 2026	17 Aug 2026	On-Campus	Abu Dhabi, UAE
19 Aug 2026	19 Aug 2026	On-Campus	Durban, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 242825) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza, 1122 Burnett St, Hatfield 0028, Pretoria, Gauteng, South Africa
Tel: +27 12 004 8389 · WhatsApp: +27 65 077 6310 · apply@aaticd.co.za · www.aaticd.co.za