



An Roinn Tithíochta, Pleanála agus Rialtais Áitiúil  
Department of Housing, Planning and Local Government



An Stúirthóireacht Náisiúnta um Bainistíocht Dóiteáin agus Éigeandála  
National Directorate for Fire and Emergency Management



Fire Service Central Training Programme

## **Course: Ship and Ports**

Dublin Fire Brigade Training Centre (17<sup>th</sup> to the 28<sup>th</sup> of September, 2018)

10 July, 2018

### **To Each Director of Services (Fire) and Each Chief Fire Officer**

The Ship and Ports will be held in Dublin Fire Brigade Training Centre from the 17<sup>th</sup> to the 28<sup>th</sup> of September, 2018, as part of the Fire Service Central Training Programme.

Further information on the course is provided in the Course Details which accompany this notification.

Fire authorities who wish to nominate candidates for this course should forward nomination(s) to arrive with the Management Support Unit of the National Directorate for Fire and Emergency Management **not later than Friday the 3<sup>rd</sup> August, 2018**. Nominations will not be considered unless a completed nomination form and relevant documentation (see Section 5.2 of the Course Details) has been received in the Management Support Unit by the closing date.

Fire authorities may wish to provide notice of nominations to the Management Support Unit by Telephone (01 – 888 2334 or 2460) or by Fax (01 - 888 2645), in the first instance, and follow up by post or e-mail with the completed nomination form and relevant documentation in time for the closing date.

The appropriate e-mail address is: **fire-service-training@housing.gov.ie**

The appropriate postal address is: **Management Support Unit, National Directorate for Fire and Emergency Management, Room G59, Custom House, Dublin 1.**

If the fire authority does not propose to nominate personnel for the course, it would be appreciated if the Management Support Unit could be notified immediately.

Yours sincerely,

Linda Cullen  
Management Support Unit  
National Directorate for Fire and Emergency Management



# Fire Service Ship and Ports Course

Dublin Fire Brigade Training Centre (17<sup>th</sup> – 28<sup>th</sup> of September, 2018)

## 1. Course Aim

The aim of the course is to enhance fire authorities' ability to respond efficiently and effectively to incidents involving fire-fighting in ports and on board vessels. Attendance at the course is intended to assist officers in discharging their functions in relation to command and control and the effective management of such incidents.

## 2. Course Objectives

At the end of the course successful attendees will have participated in a number of exercises and practiced fire-fighting skills appropriate to the training activities on the course, and will be able to:

- (a) describe the principles of tactical fire-fighting on ships and boats;
- (b) list the key terminology used at marine incidents;
- (c) demonstrate a planned and purposeful approach to the command of incidents involving shipping, ports and associated risks; and
- (d) describe the theoretical and practical aspects of water safety and survival.

## 3. Course Dates / Venue / Capacity

- 3.1 The course will be held at Dublin Fire Brigade Training Centre, Malahide Road, Marino, Dublin 3.
- 3.2 The 10-day course is scheduled to run from the 17<sup>th</sup> to the 28<sup>th</sup> of September, 2018.
- 3.3 There are 18 places on the course.

## 4. Eligibility

- 4.1 The course is open to fire service officers from Leading Fire-fighter upwards. Officers who are nominated for the course must, as a minimum, have attended the Fire Service Sub Officer Course or its previous equivalents. The fire authority risk profile in relation to ship and ports in their operational area will be considered beneficial in the process of selecting candidates.
- 4.2 Nominees for the course are required to be qualified Breathing Apparatus Wearers.
- 4.3 Nominees for the course should have received training in manual handling techniques appropriate to fire service operations and each participant will be required to confirm this in writing as per the enclosed nominee confirmation form.
- 4.4 Nominees for the course should be in good physical condition, as the course programme contains a substantial number of practical exercises. Nominees will be required to confirm in writing that they are not aware of any reason that would prevent them from taking part in practical and physical work of the nature expected of a fire service trainee, as per the enclosed nominee confirmation form.



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4.5 In addition, for the nominees allocated a place on the course, the fire authorities should satisfy themselves that they are medically fit to attend the course and the medical fitness certification should be submitted as outlined in section 5.3.

### 5. Nominations

5.1 The nomination form is attached and a separate form should be completed in respect of each nominee. Completed nomination forms should be sent to arrive with the Management Support Unit **not later than the 3<sup>rd</sup> August, 2018**. Nominations will not be considered unless the fully completed nomination and nominee confirmation forms are received by the closing date.

5.2 **Checklist:** A nomination for each nominee for the course must include:

- Completed nomination form;
- Completed nominee confirmation form with the manual handling training and physical fitness confirmations signed by the nominee.

5.3 Medical fitness certification *for nominees allocated a place* on the course are to be received in the Management Support Unit by the **31<sup>st</sup> August, 2018**. The certification should be provided in either of two formats: -

- (a) Where medical fitness certification is effected using the Occupational Health Scheme for Members of the Retained Fire Service, a copy of the final page of the examination documentation should be provided, showing the local authority name, the nominee's name and rank and the doctor's medical decision – expressed in the range (\*a) to (\*e), confirmed by the doctor's signature and date of examination, or
- (b) A medical certificate, bearing a current date, provided by a doctor and confirming that the nominee is medically fit to participate in the specific training course.

### 6. Participation

6.1 The personnel who are allocated a place on the course will be notified through their fire authorities and joining instructions (with further details on the required pre-course preparation and requirements) will also issue at that time.

### 7. Pre-Course Preparation

7.1 Prospective nominees should be made aware that the course is intensive and is demanding of time and application both in the pre-course work and during the course. Personnel who are allocated a place on the course will be required to undertake pre-course preparation and local consultation.

### 8. Assessments

8.1 The Ship and Ports Course is designed to improve the participant's knowledge and to develop his/her skills and capabilities in the management of incidents involving shipping, ports and associated risks.

8.2 Participants will be subject to continuous assessment by their instructors during the course and, for successful completion of the course, will be required to demonstrate appropriate skill and knowledge through participation in practical lessons and exercises. An assessment of participant performance, including grades awarded for specific skills and knowledge, will be provided to the course participants and their employing fire authority.



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### 9. Freedom of Information Act

- 9.1 The Freedom of Information Act contains obligations to disclose certain information if it is requested. Any decision to release information will be in compliance with the Act and will have due regard to the sensitivity of the information.

### 10. Insurance

- 10.1 The Department of Housing, Planning and Local Government and the fire authorities at whose training centres courses are being provided, hereby notify that they will not be responsible in the event of injuries or accident to participants during the course. Fire authorities whose nominations are accepted will, accordingly, be required to make whatever arrangements they consider appropriate against such an eventuality, and inter alia, extend their public liability and employers' liability insurance policies to indemnify the Department and Dublin Fire Brigade (at whose centre the course is being held) against claims in the event of injuries or accidents on this course involving the participating personnel of the authority.

### 11. Course Content – Ship and Ports

- Ship construction and Stability
- Ship and Port fire-fighting Tactics
- Marine Legislation
- Marine Terminology
- Pre-Incident Planning
- Role of the other agencies
- Practical exercises
- Case Studies
- Water Safety and Survival

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# NOMINEE CONFIRMATION FORM

*This form should be completed by each nominee and returned to the National Directorate Management Support Unit with the completed nomination form.*

**Name of Nominee :** \_\_\_\_\_  
(BLOCK CAPITALS PLEASE)

## Manual Handling Training Confirmation

I confirm that I have received training in manual handling of loads appropriate to fire service operations.

**Signed :** \_\_\_\_\_

**Date :** \_\_\_\_\_

## Physical Fitness Confirmation

I am not aware of any reason that would prevent me from taking part in practical and physical work of the nature expected of a fire service trainee.

**Signed :** \_\_\_\_\_

**Date :** \_\_\_\_\_

**Fire Service Ship and Ports Course**Dublin Fire Brigade Training Centre (17<sup>th</sup> – 28<sup>th</sup> of September, 2018)**NOMINATION FORM**

1. Fire Authority : \_\_\_\_\_
2. Name of Nominee : \_\_\_\_\_ 3. Fire Station : \_\_\_\_\_
4. Rank : \_\_\_\_\_ Date Appointed to Present Rank : / /
5. Date of Birth : / /19 \_\_\_\_\_ Date of Entry to the Fire Service : / /

**6. Confirmation of qualification as a Breathing Apparatus Wearer.**

Breathing Apparatus Wearer Training	Course	Dates	Training Location
	Most Recent Refresher Course		

**7. Confirmation of Manual Handling Training appropriate to fire service operations.**

Manual Handling Training	Course	Dates	Training Location
	Most Recent Refresher Course		

**8. Is the Nominee qualified as a First Responder? Yes  No** 

First Responder Training	Course	Dates	Training Location
	Initial Training Course		
	Most Recent Refresher Course		

**9. Confirmation of completion of appropriate officer course.**

Fire Service Sub Officer Course (or equivalent) Dates: \_\_\_\_\_

Fire Service Station Office Course (or equivalent) Dates: \_\_\_\_\_

**10. Is the nominee qualified to drive a fire appliance? Yes  No  Licence Class \_\_\_\_\_****11. Brief Outline Statement in Support of the Nomination (particularly identifying ship and port incident risk in your functional area):** \_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_

12. Home Address : \_\_\_\_\_  
(for issue of assessment)  
- BLOCK CAPITALS  
PLEASE  
\_\_\_\_\_  
\_\_\_\_\_

Contact Telephone Number or E-Mail Address: \_\_\_\_\_

**13. The above-named officer is nominated to attend the course. I confirm that he/she satisfies the eligibility conditions for the course and that the information supplied above in respect of the nominee is correct.**

14. Signed : \_\_\_\_\_ Rank : \_\_\_\_\_  
(On behalf of Fire Authority) Date: \_\_\_\_\_