



Learner Assessment Guide
Unit Standard 14559
Assess draft building evacuation schemes for approval
(Level 4, Credit 4, Version 2)

Level Descriptor

Level	Process	Employing	Responsibility
4	Carrying out processes that: <ul style="list-style-type: none"> • Require a wide range of scholastic skills • Offer a considerable choice of procedures • Are employed in a variety of familiar and unfamiliar contexts 	Employing: <ul style="list-style-type: none"> • A broad knowledge base incorporating some theoretical concepts • Analytical interpretation of information • Informed judgement • A range of sometimes innovative responses to concrete but often unfamiliar problems 	Applied: <ul style="list-style-type: none"> • In directed activity • Under broad guidance and evaluation • With complete responsibility for the quantity and quality of output • With possible responsibility for the quantity and quality of the output of others

Descriptors:

Credit 4 - will require approximately 40 - 48 hours of learning, practice or experience and assessment for a person with no previous knowledge or experience.

Version 2 - This document has been prepared based on version 2 of the Unit Standard.

Elements:

1. Demonstrate knowledge of the application of legislation relevant to assessing draft evacuation schemes for approval
2. Initiate procedures for evacuation scheme approval and assess scheme approval documents
3. Monitor and report on a proposed evacuation scheme

Prerequisites:

Unit Standard 14558: *Organise and conduct a monitored building evacuation*

Assessment Conditions:

Assessment against this unit standard may take place under real or practical simulated conditions.

Resources:

1. Fire Service Act 1975
2. Fire Safety and Evacuation of Buildings Regulations 1992
3. Standard Fire Service documents for application of an approved evacuation scheme.

Special Notes:

Compliance with the providers Health and Safety policy and standard operating procedures is mandatory.

Assessment against this unit standard may take place under real or simulated conditions.

Legislation applying to this unit standard includes the Fire Safety and Evacuation of Buildings Regulations 1992, the New Zealand Fire Service Act 1975, and their subsequent amendments.

For the purposes of this unit standard a draft building evacuation scheme shall exclude evacuation schemes that require specialist or technical advice outside normal scheme provisions, eg special provision for staged evacuations, places used for lawful detention.

Assessment Brief Instructions:

The assessor may use pre-course, on course, post course or workplace written or oral assessments or self tests as evidence towards gaining the knowledge based components of this unit, including any tests or practice completed towards the achievement of the pre-requisite units. The assessor will also take account of demonstrated competency through the practical use of equipment in a simulated or real incident environment. The assessor will evaluate the relevance of the evidence against the unit standard. The lists below provide an outline of the assessment components a learner should expect to demonstrate in achieving this unit.

This Learner Assessment Guide is simply a guide and does not determine the sufficiency or validity of evidence the assessor must evaluate using assessment best practice criteria.

LEARNERS SHOULD ALWAYS REVIEW THE REQUIREMENTS CONTAINED IN THE UNIT STANDARD DOCUMENT PRIOR TO REQUESTING ASSESSMENT.

Assessing Element 1: Demonstrate knowledge of the application of legislation relevant to assessing draft evacuation schemes for approval

Candidate will list:

- The building types that may be required to have an Approved Evacuation Scheme.
- The occupancy types that may be required to have an Approved Evacuation Scheme.

Candidate will explain:

The content of Part 1 of the Fire Safety and Evacuation of Buildings Regulations 1992. 21A (1 and 2) of the New Zealand Fire Service Act 1975.

The criteria and process for the National Commander to grant a waiver from the requirements to have an Approved Evacuation Scheme.

The statutory responsibilities of the Fire Service in relation to Approved Evacuation Schemes.

The statutory responsibilities placed on the building owner in relation to Approved Evacuation Schemes. Part 1 of the Fire Safety and Evacuation of Building Regulations 1992 are explained in accordance with the referenced legislation.

- categories of buildings to which Part 1 applies
- firefighting equipment for use by building occupants
- storage of goods and materials inside and outside buildings
- packing and unpacking of goods
- control of open flames
- use of appliances in premises
- management of means of escape

This element will normally be assessed using written or oral questions.

Assessing Element 2: Initiate procedures for evacuation scheme approval and assess scheme approval documents

Candidates will serve a building owner with the documentation required for them to apply for an approved evacuation scheme and demonstrate that they follow Fire Service guidelines and use standard Fire Service documentation when serving the building owner with documentation for an Approved Evacuation Scheme. This will include:

- evacuation scheme template and application forms
- information outlining regulatory requirements

That they have supplied a building owner or their representative with all documentation required to submit an application for an approved evacuation scheme and fully explained the content and requirements of this documentation. This will include:

- draft scheme document
- application form

That their process of critique of a draft evacuation scheme submitted for approval is complete, methodical and accurate.

That advice given to the building owner or representative in accordance with the Fire Safety and Evacuation of Buildings Regulations 1992, section 17(2)(b) is accurate and complete.

This element will normally be assessed by practical demonstration and audit of documentation, but may involve using written or oral questions.

Assessing Element 3: Monitor and report on a proposed evacuation scheme

Candidates will conduct a building inspection and monitor a trial evacuation to demonstrate:

- that they can conduct a building inspection in accordance with their organisations standard operating procedures.
- that they can monitor a trial evacuation in accordance with their organisations standard operating procedures.
- that all of the required reporting of the trial evacuation is accurate and complete.
- that the administrative process of checking the application for an approved evacuation scheme is methodical, accurate and complete, they will then forward this, with recommendations, to the Chief Fire Officer.

Candidates will explain:

The legal requirements, procedure for completion, and the reporting lines, for documentation relating to trial evacuations.

This element will normally be assessed by practical demonstration and audit of documentation, the candidate will be required to carry out a building inspection and trial evacuation while explaining the functions to the assessor.