# 5 Steps to Safety – Course Outline

## Vehicle fire evacuation procedures

<table>
<thead>
<tr>
<th>Duration:</th>
<th>3 hours</th>
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<tbody>
<tr>
<td>Target:</td>
<td>Passenger carrying drivers and passenger assistants</td>
</tr>
<tr>
<td>Group size:</td>
<td>4 – 16</td>
</tr>
<tr>
<td>Equipment:</td>
<td>Appropriate vehicle, smoke machine, laptop, projector, Flipchart, pens, stopwatch, high visibility jacket, risk assessment protocol, question papers</td>
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</tbody>
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### Introduction

<table>
<thead>
<tr>
<th></th>
<th>Self</th>
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<tbody>
<tr>
<td></td>
<td>Topic</td>
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<tr>
<td></td>
<td>Housekeeping</td>
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### Session Objectives

- Recognise common causes of vehicle fires
- Know how to reduce the risks
- Know how and when to use an extinguisher
- Know how to evacuate a vehicle using 5 Steps to Safety

### Motivation

- To illustrate that a serious risk exists
- That is speedy and prepared response is needed

### Hazards

**What causes fires?**

- **Electrics**: wiring, starter motor, battery, sparks, wrong fuses.
- **Direct Heat**: exhaust, turbo, brakes
- **Liquids**: fuel, oil, brake fluid, hydraulic oil, de-icer
- **Structure**: upholstery, paint, fibreglass, plastics, tyres

Ask: What will burn, what won’t burn?
Stress: 2 ½ - 3 minutes to engulf a minibus

### Main dangers

- **Smoke, Flames, Heat, Panic**

### Reducing the risks of fire starting

- Be aware and be prepared
- Keep gangways clear and doors unlocked
- Be familiar with the vehicle
- Good vehicle maintenance
- No smoking
- Use electrical isolators
- Don’t carry dangerous substance
- Specify ‘fire trace’
| If a fire starts                        | Do not fight any fire unless
You are trying to escape or
You are saving a life |
|---------------------------------------|-------------------------------------------------------------------------|
| Which extinguisher?                   | Only AFFF is recommended by VOSA for carriage in vehicles. Others are less
safe or less effective |
| Using an extinguisher                 | All PCVs must have 1 extinguisher - C&U Regs 1986
Accessible vehicles should have 2 – VSE 87/1
Understand the implications of the limitations of vehicle size extinguishers
Know how it works & how to use it |
| 5 STEPS to Safety                     | STOP
TELL
EVACUATE
PHONE
SUPERVISE |
| Stop                                  | Because of the potential speed of spread, action should not be delayed but
nothing should be done to make the situation worse |
| Tell                                  | Passengers should be informed of what is happening and what they should do |
| Evacuate                              | As quickly and safely as possible
Vent the smoke by keeping doors open |
| Phone                                 | Fire service should be summoned ASAP after evacuation |
| Supervise                             | Vulnerable passengers should be supervised and kept safe until help arrives |
| Passengers in Wheelchairs             | Probably the last to be evacuated
Use lift or ramp if functional
If not, passenger should be dragged rather than lifted
Due regard for own and passenger’s safety |
| Practical Exercises                   | 1 Evacuating Walking Passengers – no smoke
2 Evacuating Walking Passengers with smoke
3 Evacuating Role Players – no smoke
4 Evacuating Role Players with smoke |
| Review and MCQ                        | What have students learnt?
What surprised them?
What will they do to be more prepared? |