

PUAFER006 LEAD AN

EMERGENCY CONTROL ORGANISATION (ECO)

The outcome of this training program will be a Statement of Attainment for **PUAFER006 Lead an emergency control organisation**

All training and assessment is conducted in English. We will attempt to support you with some assistance with English, such as providing verbal assessments in English, however should your needs for support or assistance exceed our skills, we will refer you to a suitable organisation to assist you further, this may be a TAFE local to your workplace or home.

Should there be another way we can assist you with ensuring that you maximise your chances of completing the course through us changing something or accommodating your needs please call our Administration Staff.

Should a participant not be successful with their first attempt at completing the course, they will be allowed another opportunity to sit and complete the course at no charge, should the participant still not have completed the course satisfactorily, they will need to make a fresh application to sit the course complete with an additional course payment.

Adair Registered Training Organisation is flexible in the format and timing of learning and assessment activities to ensure that we provide every opportunity for participants to demonstrate their skills and abilities. Should you need support or assistance beyond our skills we will refer you to a suitable organisation to assist you further.

Adair Registered Training Organisation offers support to all Participants with their learning needs. We can tailor the training and assessment program to assist people with learning issues and, to a more limited degree, personal issues.

Due to the requirements of maintaining a safe learning environment, Adair Registered Training Organisation reserves the right to withdraw any participant(s) on the grounds of safety.

Our Participant manual details our complaints and appeal procedure, our discipline policy, and our access and equity policy, including the contact for any Access and Equity issues.

Fees and Charges: The fees for this course are negotiated with the employer and are charged after the course has been delivered.

As such we do not offer a refund policy.

Corporate clients are offered 30 day accounts which require payment in full 30 days from completion of the course.

All Participants should note that lost statements of attainment can be replaced, the fee for this is \$55 and will require the participant to advise their name and other suitable personal details to allow us to confirm their identity.

To enrol or inquire further, please contact us at:



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