

Attachment B

**Specification**

**Requirement Overview**

Kent and Medway Towns Fire Authority (The Authority) are seeking a supplier to deliver an Initial Maritime Incident Commander course at tactical/strategic level of command (level 2/3 Officers) plus a 1-day CPD maintenance of competence course 3 yearly for Officers who have completed the initial Maritime Incident commanders course. The course is required to be accredited to an awarding external body.

The successful supplier shall provide learners with the knowledge, understanding and skills specified in below to manage a maritime incident at tactical/Strategic level. (All delegates will be competent level 2/3 incident commanders)

As well as delivering the training, the successful supplier will be required to assess delegates against each of the learning outcomes to judge performance and ensure each of the outcomes have been successfully met. The Authority require delegates to undertake an assessment by the supplier to assess performance.

On successful completion of the training, bidders will be required to provide delegates with a certificate from the awarding body with the delegate’s details stating they have attained the qualification. The supplier will also be required to provide an appropriate certificate for all completed refresher training.

The bidder will be responsible for providing all materials and handouts required for the training. The Authority must have the ability to copy training materials provided by the bidder or request additional materials at no additional cost if required.

All assessment methods to be adopted will need to comply with Awarding Body and OfQual requirements and be recognized by the Institute of Fire Engineers or an equivalent.

**Delivery Method and Assessment Methods**

The Authority require the training to be delivered via a blended learning solution using a variety of either online, practical and in-person classroom learning experiences when teaching students. Tenderers are required to provide details of the methods used to deliver the training and how this will deliver the required learning outcomes within the 9 core areas detailed below.

1. Establish effective situational awareness
2. Ensure the incident is correctly resourced
3. Manage restricted access and egress on vessels
4. Safely manage communications when dealing with incidents on vessels
5. Identify and safely manage the appropriate method, media, technique and equipment to safely fight fires on vessels
6. Ventilation strategies for fires on vessels
7. Manage the environmental impacts of firefighting on vessels
8. Understand and manage stability of vessels
9. Understand how incidents involving military vessels are dealt with

Bidders should refer to the course syllabus for full details of the 9 core areas.

The Authority require the bidder to ensure that an element of the assessment to assess the delegates performance is scenario based. Bidders are required to provide details on the proposed assessment methods for candidates.

**Previous Experience and Qualifications**

The bidder is required to provide an example of when the lead facilitator has previously delivered an Initial Marine Incident Command Training within a comparable organization.

All facilitators should hold a level 3 in education qualification and a current or recent (within the last 5 years) incident command qualification or held a maritime command position with the last 5 years.

**Anticipated Usage**

The Authority are not committing to a minimum level of delegates or spend under the contract, however, below is the Authority’s estimated training need over the next 3 years.

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| **2024/25** | **2025/26** | **2026/27** |
| 2 delegates (Initial course)4 Refresher Training  | 2 delegates (Initial course)4 Refresher Training | 4 delegates (Initial course)4 Refresher Training |

Bidders should note that the Authority have a requirement for up to 4 delegates to complete their initial training course in early July 2024.

Should the Authority need to cancel a delegates place due to unforeseen circumstances, no less than 5 days’ notice will be given to the bidder. The Authority shall not incur a cost for cancelled delegate spaces if 5 days or more notice is given to the supplier.

It should be noted that bidders are required to provide the minimum and maximum number of delegates that can be trained at one time. It is the bidder’s responsibility to ensure they fulfil their minimum number of delegates per course. In the event that the Tenderer is unable to fulfil the minimum number required and takes the decision to go ahead with the course, the Tenderer must not increase the costs per delegate to cover their overheads.

**Course Duration and Accommodation**

Bidders are required to provide details of the course duration, this should be the full course, including any pre-course learning.

Should the course require delegates to stay overnight, bidders are required to provide details of any on-site accommodation available, it should be noted that it is not a requirement to have overnight accommodation, this would be for information only and does not form part of the tender evaluation.

**Course syllabus**

The course provider must ensure that the course syllabus focuses on nine core areas for students to be able to:

1. Establish effective situational awareness
2. Ensure the incident is correctly resourced
3. Manage restricted access and egress on vessels
4. Safely manage communications when dealing with incidents on vessels
5. Identify and safely manage the appropriate method, media, technique and equipment to safely fight fires on vessels
6. Ventilation strategies for fires on vessels
7. Manage the environmental impacts of firefighting on vessels
8. Understand and manage stability of vessels
9. Understand how incidents involving military vessels are dealt with
10. **Establish effective situational awareness**

[Inaccurate situational awareness: On board vessels](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_hazard&id=20662)

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| **Knowledge and Understanding** |
| **Control measure**  |
| [Responsible person: Fires on board vessels](https://www.ukfrs.com/index.php/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=20657&parent=20662)[Decision making - Decision logs](https://www.ukfrs.com/guidance/incident-command?bundle=control_measure&id=12603) |
| **Learning Outcomes** |
| Students should be able to understand:* How to identify and gather information from the vessel’s master or other nominated competent person
* What information may be required to support the tactical plan
* The responsibility of the incident commander to implement operational procedures in the absence of a responsible person
* The use of a decision log to assist post incident debriefs and investigations
* The local arrangements for liaising with other relevant stakeholders
* How to liaise with appropriate national and local officials tasked with dealing with a maritime incident. This includes SOSREP, Insurance companies, Port authorities, Harbour masters, etc.
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| **Knowledge and Understanding** |
| **Control measure**  |
| [Scene Survey: Fires on board vessels](https://www.ukfrs.com/index.php/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=20658&parent=20662)[Safe system of work: Waterway incidents](https://www.ukfrs.com/index.php/guidance/transport?bundle=control_measure&id=29107&parent=21515) |
| **Learning Outcomes** |
| Students should be able to understand:* The range, limitations and use of other vessels or resources to carry out a scene survey
* How to identify other vessels or resources that may assist with scene surveys to assess the incident
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| **Knowledge and Understanding** |
| **Control measure**  |
| [Locate the fire](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=20660&parent=20662) |
| **Learning Outcomes** |
| Students should be able to understand:* How to gather information from various sources to determine the location of fire on a vessel
* Visible indicators that highlight fire location on a vessel
* The effect on fire spread from fully operational, under refit, under construction or decommissioned vessels (see AHIS).
* How to use a range of sources to gather fire location informationIncluding ships systems, plans, coastguard vessels and aircraft
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| **Knowledge and Understanding** |
| **Control measure**  |
| [Identify whether cargo is involved](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=20661&parent=20662) |
| **Learning Outcomes** |
| Students should be able to understand:* How to gather vessel cargo information from a number of sources
* The potential dangers that may be present with some types of cargo involved in fire
* The potential benefits and hazards of removing or moving cargo as part of the tactical plan
* How to access available sources of information to identify the involvement of cargo in a fire situation
* How to assess the hazards from cargo and communicate to relevant people
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[Waterways incidents](https://www.ukfrs.com/guidance/transport?bundle=hazard&id=21515)

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| **Knowledge and Understanding** |
| **Control measure**  |
| [Safe system of work: Waterway incidents](https://www.ukfrs.com/index.php/guidance/transport?bundle=control_measure&id=29107&parent=21515) |
| **Learning Outcomes** |
| Students should be able to understand:* The hazards and risks when working in, on or near bodies of water, Including alongside risks associated with vessels in port.
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1. **Ensure the incident is correctly resourced**

[Insufficient resources: On board vessels](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_hazard&id=20664)

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| **Knowledge and Understanding** |
| **Control measure**  |
| [Specialist resources: Fires on board vessels](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=20663&parent=20664) |
| **Learning Outcomes** |
| Students should be able to understand:* What specialist resources may be available to provide assistance for fires on board vessels
* How to establish effective communications with specialists
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1. **Manage restricted access and egress on vessels**

[Restricted access and egress: On board vessels](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_hazard&id=20667)

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| **Knowledge and Understanding** |
| **Control measure**  |
| [Boarding control procedures](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=20665&parent=20667) |
| **Learning Outcomes** |
| Students should be able to understand:* The arrangements for establishing and maintaining control of relevant people on vessels
* The importance of recording the activities of emergency responders on vessels
* The boarding control process for embarking and disembarking from vessels
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| **Knowledge and Understanding** |
| **Control Measure** |
| [Safe access and egress: Fires on board vessels](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=20666&parent=20667)  |
| **Learning Outcomes** |
| Students should be able to understand:* The difficulties that may be encountered when utilising fire service equipment in enclosed spaces on vessels
* The safety considerations for firefighting teams
* The effects of ships’ systems and environmental factors on access and egress
* How to establish safe access and egress routes for fires on board vessels
* How to communicate access and egress information to relevant personnel
* How to establish alternative means of access and egress routes for fires on board vessels
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1. **Safely manage communications when dealing with incidents on vessels**

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| **Knowledge and Understanding** |
| **Control Measure** |
| [Select an appropriate firefighting method](https://www.ukfrs.com/training-specification/fires-and-firefighting?bundle=training_specification_control_m&id=17550&parent=17540) |
| **Learning Outcomes** |
| Students should be able to understand:* Understand the following regarding incidents involving fire:
	+ Fire tetrahedron
	+ Physics of combustion
	+ Chemistry of combustion
	+ Classification of fires
	+ Methods of extinguishing fire
* How to select appropriate firefighting methods for various situations and classifications of fire
	+ Use cooling to fight fire
	+ Use smothering to fight fire
	+ Use starvation to fight fire
* How to assess the status of other firefighting activities to justify current actions and ensure safe working practices consider stability
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| **Knowledge and Understanding** |
| **Control Measure** |
| [Select the appropriate firefighting technique: Fires on board vessels](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=20668&parent=20670) |
| **Learning Outcomes** |
| Students should be able to understand:* Firefighting techniques and tactics that apply to vessels
* Common terminology that may be associated with fires on vessels
* How to develop an intervention strategy appropriate to current situational awareness on the vessel.
* How to apply firefighting techniques appropriate to the situation and likely development of fire
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[Ineffective communications: Confined space](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_hazard&id=21188)

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| **Knowledge and Understanding** |
| **Control Measure**[Establish effective communications](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=21085&parent=21188) |
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| **Learning Outcomes** |
| Students should be able to understand:* How to apply procedures to enable effective communications on a vessel
* How to use communication equipment appropriate to the working environment on a vessel
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1. **Identify and safely manage the appropriate method, media, technique and equipment to safely fight fires on vessels**

[Fire and thermal radiation: On board vessels](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_hazard&id=20670)

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| **Knowledge and Understanding** |
| **Control measure**  |
| [Select the appropriate firefighting equipment: Fires on board vessels](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=20669&parent=20670) |
| **Learning Outcomes** |
| Students should be able to understand:* The availability, capabilities and limitations of fire detection and suppression systems on board vessels
* The effects on firefighting and how on-board firefighting systems are operated.
* Arrangements for the use of non-service resources and equipment.
* How to gather information relating to a vessels ventilation and suppression systems.
* How to manage the vessels on-board ventilation and suppression systems where appropriate.
* How to choose the appropriate firefighting equipment and implement its use on board vessels
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1. **Ventilation strategies for fires on vessels**

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| **Knowledge and Understanding** |
| **Control measure**  |
| [Tactical Ventilation](https://www.ukfrs.com/index.php/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=17621&parent=17542) |
| **Learning Outcomes** |
| Students should be able to understand:* Ventilation strategies
* Techniques used to achieve effective ventilation, consider fixed installations.
* Wind driven fires and associated phenomena, option to move vessel in relation to wind.
* Post fire considerations, MAIB, post fire safety.
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1. **Manage the environmental impacts of firefighting on vessels**

[Fire water run-off](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_hazard&id=19116)

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| **Knowledge and Understanding** |
| **Control measure**  |
| [Controlled burning](https://www.ukfrs.com/training-specification/environmental-protection?bundle=training_specification_control_m&id=19108&parent=19116) |
| **Learning Outcomes** |
| Students should be able to understand:* Understand why a controlled burn may limit the impact on the environment
* When a controlled burn can be considered
* The need to seek specialist advice and from whom (EA, MCA, Harbour Master).
* The effects of using positive pressure ventilation to accelerate a controlled burn
* The techniques used to introduce an accelerated control burn
* The techniques that can be used in conjunction with a controlled burn
* How to protect surroundings during a controlled burn
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| **Knowledge and Understanding** |
| **Control Measure** |
| [Containment](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=19109&parent=19116) |
| **Learning Outcomes** |
| Students should be able to understand:* The need for containment of polluting liquids including fire water run-off
* How to communicate risk information to relevant agencies
* How to apply the environmental protection hierarchy to contain fire water run-off and other polluting liquids
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| **Knowledge and Understanding** |
| **Control Measure** |
| [Recycling](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=19110&parent=19116) |
| **Learning Outcomes** |
| Students should be able to understand:* The health risks associated with fire water run-off
* How to use appropriate equipment when recycling fire water run-off
* How to apply appropriate techniques for recycling fire water run-off
* How to use appropriate control measures to mitigate the effects of fire water run-off
* How to apply an appropriate process for disposal of concentrated fire water run-off
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| **Knowledge and Understanding** |
| **Control Measure** |
| [Reduction](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=19111&parent=19116) |
| **Learning Outcomes** |
| Students should be able to understand:* How to reduce the amount of firewater run-off at an incident
* How to apply a reduced ‘use of water’ strategy without significantly increasing risk of fire spread or instability.
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| **Knowledge and Understanding** |
| **Control Measure** |
| [Site-Specific Risk Information (SSRI)](https://www.ukfrs.com/training-specification/operations?bundle=training_specification_control_m&id=19185&parent=19188) |
| **Learning Outcomes** |
| Students should be able to understand:* Understand the need for Site Specific Risk Information
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| **Knowledge and Understanding** |
| **Control measure**  |
| [Disposal](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=19120&parent=19116)  |
| **Learning Outcomes** |
| Students should be able to understand:* The requirement to dispose of pollutants including fire water run- off produced at an incident legally and responsibly\* Input on MARPOL and other Maritime legislative requirements, such as Port Pollution Control Plans.
* How to identify who is responsible for the disposal of waste at a maritime incident.
* The options available to a fire and rescue service to dispose of waste produced at a maritime incident.
* The need to inform relevant authorities as early as practicable
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| **Knowledge and Understanding** |
| **Control measure**  |
| [Operational risk information plan](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=19113&parent=19116) |
| **Learning Outcomes** |
| Students should be able to understand:* How to use an environmental risk assessment within operational risk plans
* The actions necessary when a risk to the environment has been identified
* How to identify pollution prevention information from site specific plans
* How to implement environmental protection measures identified in operational risk plans
* How to monitor and minimise the impact of fire service tactics on the identified environmental risk
* How to assess and monitor the effectiveness of fixed installations and pollution prevention measures
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1. **Understand and manage stability of vessels**

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| **Knowledge and Understanding** |
| **Control Measure** |
| [Minimise free surface effect](https://www.ukfrs.com/training-specification/transport?bundle=training_specification_control_m&id=19769&parent=19770)[Free surface effect](https://www.ukfrs.com/index.php/promos/15022) |
| **Learning Outcomes** |
| Students should be able to understand:* The causes of free surface effect
* How the free surface effect impacts on the stability of a vessel
* How to establish safe control and effective management to minimise the free surface effect on a vessel
* How to use equipment to remove water from a vessel
* The need for containment of polluting liquids including fire water run-off consider stability and need to store low down.
* When containment tactics should be implemented following consideration of stability
* The hierarchy of containment tactics and equipment
* How to identify and interpret vessel containment plans
* The importance of containment plans
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1. **Understand how incidents involving military vessels are dealt with**

[Military vessels](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_hazard&id=20673)

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| **Knowledge and Understanding** |
| **Control Measure** |
| [Liaise with the officer of the day or contract manager](https://www.ukfrs.com/training-specification/fires-board-vessels?bundle=training_specification_control_m&id=20672&parent=20673) |
| **Learning Outcomes** |
| Students should be able to understand:* The importance of liaising with a responsible person to gather vessel and additional hazard information
* The arrangements for taking over firefighting operations
* The use of a decision log to assist post incident debriefs and investigations
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