

# Competent Person in a Service Station

## Workshop Overview

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“*Competent Person in a Service Station*” is an interactive workshop to equip service station management and frontline employees with the necessary knowledge and attitude to supervise the receipt of bulk fuel deliveries and successfully assist in the management of emergencies.

### Objectives

**By the end of this Workshop, participants will know:**

- the main legislative points relating to petrol stations
- the duties and responsibilities of the “competent person”
- what to do if a spillage occurs during a tanker delivery
- what to do during a major product spillage
- what to do during a minor product spillage
- what to do if an overfill occurs during a tanker delivery
- the dangers of working with flammable liquids
- the different classes of fire extinguishers & which types of fires they should be used on
- how to dispense petrol safely
- general health and safety issues for a forecourt

### Workshop Content

- Workshop Overview and Introduction
- Petroleum Legislation
- Emergency Procedures
- General Fire Safety
- Slips & Falls

### Methodology

This is a highly interactive workshop. It will involve individual and group discussions, videos, group exercises, attendance at bulk fuel deliveries (at own site) and a final written assessment.

### Assessment

It will be necessary for participants to achieve a minimum of 80% in the final written assessment and to successfully supervise 3 bulk fuel deliveries at their own service station in order to qualify for the title of “Competent Person”.

### Who Should Attend?

- Service station management, supervisors, or frontline staff selected to be the “Competent Person”.