



## ONTARIO FIRE COLLEGE

### Fire Prevention and Public Education Seminar

**Date:** October 26 – 30, 2015

**Time:** 1:00 pm, Monday, Oct 26/15 - concludes at noon Friday, Oct 30/15

**Location:** Ontario Fire College (OFC), 1495 Muskoka Road North, Gravenhurst, P1P 1R8

The 2015 Fire Prevention and Public Education seminar is blended to deliver plenary presentations and workshops that address the first two lines of defense: Public Life Safety Education and Fire Safety Standards and Enforcement. Fire prevention officers and public educators from Municipal Fire Services will join together in this week long training initiative.

Public education programming and fire prevention strategies and safety initiatives will be shared. Presentations on social media techniques, personal safety exposure preparedness, media interviews, operating guidelines, electrical fire investigations, and vulnerable occupancies panel discussion, just to name a few!! The Fire Prevention and Public Education Seminar Committee is busy planning the training, and as soon as the agenda is finalized, it will be posted on the OFC web site!

#### **How to register**

**Attendees must be registered, and pre-approved to attend by the Registrar's office otherwise you will not be permitted to attend the seminar. Registered applicants attend the entire week; no switching or partial attendance will be permitted.**

Registration is distributed equally amongst the two disciplines, Fire Prevention and Public Education. It is important that the applicant submits either the *Fire Prevention* or *Public Education* application. Space is limited and filled first come-first served.

Only one application per fire department, per discipline will be accepted. No Vacancies will be accepted to hold a space.

FPPE Sem FP-15-1 (Fire Prevention Officers)  
FPPE Sem PE-15-1 (Public Educators)

Use the Ontario Fire College electronic application form located on the OFC website by going to:

[www.ofmsps.ca/OFCEM](http://www.ofmsps.ca/OFCEM)

Username: ofc

Password: preclass

Enter the link on the left side of the homepage called "College Calendar" to find the E-application form. You can send the application form electronically by hitting the submit button, or scan and email it to [applyofc@ontario.ca](mailto:applyofc@ontario.ca), or print and fax it to (705) 687-4611. Applications must be authorized by the Fire Chief, Training Officer, or designate with signing authority for the fire department.

Fire departments will be sent an Application Status Report advising of the status of their applications – *approved* or *waiting* (if the seminar is full).

## **Accommodations and meals**

As the seminar commences at 1:00 pm on Monday, October 26/15, accommodations will be available for registered and approved attendees starting on Monday evening. Check in at the security / guest services desk upon arrival and a room will be assigned.

Meals will commence on Monday, October 26/15 with afternoon coffee break, and will be provided for the remainder of the seminar.

## **What is the cost?**

Fire departments will be charged a non-refundable registration fee of \$65.00 for each attendee accepted on the seminar. Fire departments will be sent an invoice on a quarterly basis.

## **Cancellation and replacement policy**

Cancellations are required in writing and can be sent to [applyofc@ontario.ca](mailto:applyofc@ontario.ca). The registration fee is not charged for cancellations received a minimum of eight weeks prior to the seminar start date. Spaces are not transferrable from one fire department to another, it is the responsibility of the Registrar's Office to fill available spaces should a cancellation occur.

To replace an applicant that has been approved to attend the seminar with another from the same fire department, send an authorized application form for the new applicant, and they must be from the same discipline (public educator replaced with another public educator). Replacements will only be permitted prior to the start date of the seminar.

## **Agenda**

An agenda, when prepared will be available on the Ontario Fire College website. To locate the agenda go to:

[www.ofmsps.ca/OFCEM](http://www.ofmsps.ca/OFCEM)

Username: ofc

Password: preclass

Enter the link on the left side of the homepage called "Workshops & Seminars", the agenda will be posted as soon as it is available.

## **Contacts**

For inquiries relating to the seminar contact:

Jana Gillis  
OFC Instructor  
(705) 687-9663  
[jana.gillis@ontario.ca](mailto:jana.gillis@ontario.ca)

David Tiller  
OFC Instructor  
(705) 687-9697  
[david.tiller@ontario.ca](mailto:david.tiller@ontario.ca)

For inquiries relating to registration for the seminar, to confirm registration, or any other inquiries relating to the Ontario Fire College please contact:

Ginette Harris  
Assistant Registrar (Acting)  
(705) 687-9652

Tracey Degagné  
Registrar  
(705) 687-9653

Email: [applyofc@ontario.ca](mailto:applyofc@ontario.ca)