SecureWork MSME

Building Safe & Systematic Enterprises

Training Schedule

10-11 September, 2026

Day 1 — 10 September (Thursday)

Fire & Disaster Response / Management 2:00 PM – 5:15 PM

2:00 – 2:10 pm	**Welcome and Ice-Breaking Exercise**
2:10 - 2:20 pm	**Introduction : Why this Training Exist**
Managers Training - I	
2.20 - 2.30 pm	Reading the incident + legal & regulatory framework
2.30 - 2.40 pm	Risk assessment + ERP walkthrough using the Simplified ERP
2. 40 - 3.15 pm	Simulation Games
…… Break ……	
Workers Training - II	
5 minutes	**Ice-breaking Exercise**
3:30 - 4:00 pm	Module 1 (Workers) - Fire Triangle, Fire Tyres & Extinguisher
	Module 2 Why we freeze, and your assigned emergency role
4:00 - 4:30 pm	PASS Technique Practice + Evacuation procedure + Do's/Don'ts + quick Safety Charades round

4:30 - 5:00 pm	**JOINT SESSION**

5:00 - 5:15 pm	**Reflection Session**

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Day 2 — 11 September (Friday)

5S Workplace Management · 2:00 PM – 5:15 PM

2:00 - 2. 20pm	**Reflection Day 1** **JOINT SESSION — Both tracks together:** What is 5S, and why it matters here — tie back to yesterday's drill

2.20 - 3:00 pm	5S as a management system - Scorecard design and audit (Managers only)
3:00 - 3:10 pm	Workers arrive, settle in (Ground workers)

3:15–3:30 pm	Introduction - 5S (Ground workers)
3:30–5:00 pm	Simulation Games (Ground workers) and Managers

5:00 - 5:10 pm	**Closing**