



School of Pharmaceutical Sciences

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Report on Training Programme for Non-Teaching Staff on Fire Safety

1. Introduction

Fire safety and emergency preparedness are essential components of occupational health and safety in academic and research institutions, particularly in environments involving laboratories, chemical storage, and electrical equipment. Recognizing the importance of proactive safety training, a Fire Safety Training Programme for Non-Teaching Staff was conducted on 14 January 2026 at the School of Pharmaceutical Sciences, Sandip University.

The training programme was organized in front of the main gate of the School of Pharmaceutical Sciences, ensuring accessibility and visibility for practical demonstration. The programme aimed to enhance awareness, preparedness, and response capability among non-teaching staff who play a crucial role in maintaining daily operational safety within the institution.

2. Details of the Training Programme

- Date: 14 January 2026
- Venue: In front of the Main Gate, School of Pharmaceutical Sciences, Sandip University
- Trainer: Professor Dr. Rahul Hajare
- Target Group: Non-Teaching Staff

Participants

The following non-teaching staff members actively participated in the training programme:

1. Mr. Yogesh Koli – Store Keeper
2. Ms. Shital Bambale – Laboratory Assistant
3. Ms. Ankita Tiwari – Laboratory Assistant



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3. Objectives of the Training

The primary objectives of the Fire Safety Training Programme were:

- To create awareness regarding fire hazards in academic and laboratory environments
- To educate non-teaching staff about basic fire prevention measures
- To provide hands-on training on the use of fire safety equipment
- To familiarize participants with emergency response and evacuation procedures
- To strengthen safety culture and preparedness within the School of Pharmaceutical Sciences

4. Training Content and Methodology

The training session was conducted by Professor Dr. Rahul Hajare, who possesses academic and practical expertise in laboratory safety and risk management. The session followed a scientific and application-oriented approach, combining theoretical concepts with practical demonstrations.

Key Topics Covered

- Fundamentals of fire safety, including the fire triangle (heat, fuel, and oxygen)
- Common causes of fire in pharmaceutical laboratories and storage areas
- Classification of fires (Class A, B, C, and electrical fires)
- Types of fire extinguishers and their appropriate use
- Safe storage and handling of chemicals and flammable materials
- Emergency evacuation procedures and assembly point identification



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5. Practical Demonstration

A major highlight of the training programme was the hands-on demonstration of fire extinguishers. The trainer explained the working principles of fire extinguishers and demonstrated the PASS technique (Pull, Aim, Squeeze, Sweep) for effective fire suppression.

Participants were guided on:

- Selecting the correct extinguisher based on fire type
- Maintaining safe distance while operating the extinguisher
- Ensuring personal safety while responding to fire incidents

The practical component significantly enhanced participants' confidence and understanding of emergency response measures.

6. Learning Outcomes

The training programme resulted in the following key learning outcomes:

- Improved awareness of fire hazards and preventive strategies
- Enhanced understanding of emergency response protocols
- Practical knowledge of operating fire safety equipment
- Increased confidence among non-teaching staff to respond effectively during emergencies
- Recognition of individual responsibility in maintaining workplace safety

The participants demonstrated keen interest and actively interacted during the session, seeking clarification on real-life safety scenarios relevant to their work environment.



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7. Importance of Training for Non-Teaching Staff

Non-teaching staff members such as store keepers and laboratory assistants are often the first to encounter potential safety hazards. Their preparedness is crucial in minimizing risks, preventing escalation of incidents, and ensuring timely evacuation if required.

This training programme reinforced the critical role of non-teaching staff in:

- Laboratory safety management
- Safe handling and storage of materials
- Supporting faculty and students during emergency situations
- Compliance with institutional and regulatory safety standards

8. Outcome

The Fire Safety Training Programme for Non-Teaching Staff, conducted on 14 January 2026 at the School of Pharmaceutical Sciences, Sandip University, was highly effective and impactful. Under the expert guidance of Professor Dr. Rahul Hajare, the programme successfully achieved its objectives of enhancing fire safety awareness and emergency preparedness among the participants.

The active participation of Mr. Yogesh Koli, Ms. Shital Bambale, and Ms. Ankita Tiwari contributed to the overall success of the training. The knowledge and skills gained through this programme will aid in promoting a safer and more prepared academic environment.

Overall, the training represents a proactive institutional initiative toward strengthening safety culture, risk mitigation, and sustainable campus operations.



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Glimpses of Training Programme for Non-Teaching Staff on Fire Safety





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