

**Environmental, Urban & Regional Planning**

# Disaster Preparedness and Management

Prepared as a professional course profile for delegate review, sponsorship approval and organisational training planning.

COURSE CODE

**MSD2622**

DELIVERY

**Online / Face-to-Face**

DURATION

**Flexible**

PREPARED FOR

**Organisation Approval**[Register for this Course](#)[View Online Course Page](#)

## Course Overview

The principle aim of this course is to train individuals in public and private institutions in various issues relating to Disaster Management. Special emphasis is placed on the specific disaster profile of each region/province and issues relating to vulnerability and risk assessment, prevention, mitigation, preparedness, rehabilitation and reconstruction and relevant legislation.

## Course Outcomes

- Educating the community and the public on disaster mitigation to ensure adequate, timely, appropriate and efficient response to disaster situations.
- To achieve these objectives, volunteers undergo training in First Aid, CPR, Fire Training, Domestic Water Purification, Water and Sanitation, Health and Hygiene Promotion, Disaster Preparedness and Relief.
- Ensuring essential stock and resources are identified and available to support all Provinces when disaster strikes.
- Affiliation to Provincial and District Disaster Management advisory forums to ensure updated disaster notifications, training and strategy at all times.

# Course Outline / Curriculum

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## **Introduction to Disaster Management and Business Continuity**

- Overview of Disaster Management
- Disasters and Development
- Disaster Preparedness
- History, Policy and Legislation

## **Institutional Capacity**

- Policy, Direction, Planning and Funding
- Disaster Management Responsibilities
- Joint Consultation and Co-operation
- Disaster Management Centre
- Communication and Information Management

## **Risk Assessment and Monitoring**

- Risk Assessment
- Risk Profile
- Risk Monitoring
- Dissemination of Information
- Quality Control

## **Risk Reduction Planning and Implementation**

- Planning
- Defining and Prioritising Projects
- Scoping and Development of Risk Reduction Plans, Projects and Programmes
- Integration into IDPs
- Implementing Projects

## **Operational Response and Recovery**

- Preparedness and Early Warning System
- Disaster Assessment, Declaration Process and Mobilisations
- Disaster Response
- Disaster Recovery
- Reconstruction and Rehabilitation

## **Awareness, Education, Training and Research**

- Disaster Awareness
- Non-accredited Training and Education Programmes
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Accredited Education and Training Programmes

- Media Relationship Management
- Establishing Mechanisms for Research, Information Provision and an Advisory Service

### **Monitoring Evaluation and Improvement**

- Performance Audits, Self-Assessments and Peer Reviews
- Monitoring of Incidents and Significant Events
- Exercises and Drills
- Annual Reporting and Report Writing
- Maintenance and Improvement

### **Management**

- Programme and Project Management
- Financial Management

## **Target Audience**

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- Disaster and risk managers
- Development officials
- Departmental line-functions paramedics
- 107 centre personnel
- Fire department personnel
- Police officers health officials
- Tactical security personnel
- Town planners
- NGOs
- CBOs
- Private security and rescue companies
- Councillors

## Key Course Benefits

### Work-Ready Skills

Delegates leave with practical tools, templates and methods they can apply immediately at work.

### Better Institutional Results

The programme supports stronger planning, reporting, compliance, accountability and service delivery.

### Sponsor-Friendly

This document is designed to help supervisors, HR units and sponsors approve delegate participation quickly.

### Professional Recognition

Delegates receive training documentation and a certificate of completion after successful participation.

## Our Training Centres & Delivery Options

Magna Skills offers flexible delivery through face-to-face training centres across Africa and beyond, plus Online / E-Learning for delegates who prefer remote participation.

### Southern Africa

Practical training destinations with strong travel access and delegate support.

Pretoria, South Africa    Vic Falls, Zimbabwe  
Livingstone, Zambia

### East Africa

Popular regional centres for government, NGO and donor-funded project teams.

Kigali, Rwanda    Kampala, Uganda    Nairobi  
Zanzibar, Tanzania

### West Africa & Islands

Strategic locations for regional networking and executive capacity building.

Accra, Ghana    Port Louis, Mauritius

### International Executive Venue

Premium destination training for senior teams and international delegates.

Dubai, United Arab Emirates

### Online / E-Learning

Attend from anywhere through live online, blended or self-paced learning options.

Online, E-Learning    Remote Teams    Flexit

### Organisation-Based Training

Magna Skills can also arrange dedicated in-house training for ministries, NGOs and companies.

Onsite    Custom Dates    Group Training

## Ready to Nominate Delegates?

Use the links below to register, review the live course page or contact Magna Skills for organisation-based training support.

[Register / Apply Online](#)

[View Full Course Page](#)

## About Magna Skills

Magna Skills Development Institute provides practical capacity building programmes for government departments, NGOs, public institutions, donor-funded projects and private sector professionals across Africa. Our training approach combines expert facilitation, real workplace case studies, practical tools, post-training support and professional documentation that helps organisations strengthen staff performance and service delivery.

Government Training

NGO Capacity Building

Corporate Workshops

Online Learning

Face-to-Face Training

Certifica

## Approval & Authorisation Form

This section may be completed by the organisation, department, HR office, finance office or sponsor approving delegate participation. It can be attached to an internal memo, procurement request or training approval submission.

<b>Organisation / Department</b>	
<b>Delegate Name(s)</b>	
<b>Approved Course</b>	Disaster Preparedness and Management
<b>Preferred Delivery Mode</b>	<input type="checkbox"/> Online <input type="checkbox"/> Face-to-Face <input type="checkbox"/> Organisation-Based Training
<b>Preferred Training Venue / Date</b>	
<b>Estimated Number of Delegates</b>	
<b>Budget / Vote Number</b>	
<b>Contact Person</b>	
<b>Email / Mobile</b>	

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Authorised Name

\_\_\_\_\_  
Signature / Stamp

\_\_\_\_\_  
Date