

# PARISH RISK ASSESSMENT FORM



**Instructions:** Please answer the following questions to the best of your knowledge. This assessment is intended to help identify potential fire hazards and safety risks within your parish.

## GENERAL INFORMATION

Name of the Parish : Our Lady of the Miraculous Medal Parish

Address : Subic Itaba, Agoncillo, Batangas

Contact number : 09171167575

Email address : olmmpsubic1945@yahoo.com

Church Facility types: (tick all applicable options)

Church Facility Type	Construction Type: Type I: Concrete and Steel (Fire Resistive) Type II: Concrete and exposed steel (Noncombustible) Type III: Heavy Timber (Large Mass Wood) Type IV: Wood Frame (Lightweight wood)	Maximum Occupant Load	Building height (in meters)	Number of storey
Church main building <input type="radio"/>	Type III	450	7.5m	1
Sacristy <input type="radio"/>	type IV	10	4.5m	1
Adoration Chapel <input type="radio"/>	N/A	N/A	N/A	N/A
Parish Hall <input type="radio"/>	Type I	50	2.87m	1
Convent <input type="radio"/>	Type I & Type IV	30	5.9m	2
Storage Room <input type="radio"/>	Type I	5	2.55m	1
Comfort Room <input type="radio"/>	Type IV	12	2.7m	1

Church Facility types: (tick all applicable options)

Church Facility Type	<b>Construction Type:</b> Type I: Concrete and Steel (Fire Resistive) Type II: Concrete and exposed steel (Noncombustible) Type III: Heavy Timber (Large Mass Wood) Type IV: Wood Frame (Lightweight wood)	Maximum Occupant Load	Building height (in meters)	Number of storey
others: (Specify)				
Baptistry	Type IV	15	3.2 m	1
Chapel of the Saints	Type IV	8	3.2 m	1
Technical Room	Type IV	8	2.8 m	1

## ADMINISTRATIVE

QUESTIONS:	YES	NO	N/A	OTHER INFORMATION
1. Does the parish have a designated safety officer? <i>Mayroon bang Safety Officer ang parokya?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	
2. Is routine maintenance carried out at regular intervals? <i>Regular bang isinasagawa ang pagpapanatili ng kaayusan sa parokya?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. Are leaks and deterioration promptly repaired? <i>Ang mga tagas at pagkasira ba ay agad na inaayos?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Does the church have an emergency/evacuation plan? <i>Mayroon bang "emergency/evacuation plan ang parokya?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
5. Do staff/volunteers know their roles in an emergency? <i>Alam ba ng mga parish staff ang kanilang mga tungkulin kapag may emergency?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6. Is there a first aid kit on the church premises? <i>Mayroon bang first aid kit sa piling lugar ng parokya?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Total Number of Emergency kits: <u>2</u> Locations: <u>Baptistry, Sacristy</u>
7. Is the first aid kit fully stocked and replenished as necessary? <i>Ang first aid kit ba ay sapat ang laman at pinapalitan kung kinanakailangan?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Gaano kadalas pinapalitan ang laman ng first aid kit? __ 3 months    __ 6 months __ others (specify)
8. Are emergency lighting facilities available to maintain illumination in the event of a power failure? <i>Magagamit ba ang emergency lighting facilities kung mawalan ng kuryente?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	

## CHURCH PROTECTION

QUESTIONS:	YES	NO	N/A	OTHER INFORMATION
1. Are there sprinkler system (if installed) inspected annually? <i>Ang Sprinkler system ba (kung meron) ay nasusuri taun-taon?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	
2. Is a multipurpose fire extinguisher available? <i>Mayroon bang multi-purpose fire extinguisher and parokya?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Total Number of fire extinguishers: _____ Locations: _____
3. Are smoke/heat detectors installed? <i>May nakainstall bang smoke/heat detector?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	
4. Do you have fire alarm systems in place? <i>Mayroon bang fire alarm system and parokya?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	

**QUESTIONS:**

YES NO N/A

**OTHER INFORMATION**

5. Are fire alarm systems tested and serviced annually? *Ang mga fire alarm system ba ay sinusuri taun-taon?*

YES  NO  N/A

6. Are key/access records maintained? *Ang susi o pag-access ba sa mga rekords ay napapanatili?*

YES  NO  N/A

7. Do you have a written list with photographic inventory of building contents and valuables? *Mayroon ka bang nakasulat na listahan na may larawan ng imbentaryo ng mga nilalaman ng gusali at mga mahahalagang bagay?*

YES  NO  N/A

**CHURCH GROUNDS**

**QUESTIONS:**

YES NO N/A

**OTHER INFORMATION**

1. Are parking lots and church grounds free from rubbish, debris, and potholes? *Ang mga paradahan at lugar ng simbahan ba ay walang basura at mga butas?*

YES  NO  N/A

2. Are all fences/gates in good condition? *Ang lahat ba ng mga bakod/gate ay nasa maayos na kondisyon?*

YES  NO  N/A

3. Are all pathways/external walkways are in good condition? *Ang lahat ba ng mga daanan ay nasa maayos na kondisyon?*

YES  NO  N/A

4. Are all steps in good conditions? *Ang lahat ba ng mga hagdan ay nasa maayos na kondisyon?*

YES  NO  N/A

5. Do all steps have handrails and painted lines highlighting the change in elevation? *Ang lahat ba ng mga hagdan ay may mga handrail at ipinintang mga linya na nagha-highlight sa pagbabago sa elebasyon*

YES  NO  N/A

6. Are steps railings firmly secured and in good repair? *Ang mga railing ng hagdan ba ay ligtas na nakakabit at nasa maayos na kondisyon?*

YES  NO  N/A

7. Are all ditches and drains clear of debris? *Ang lahat ba ng kanal at alulod ay walang basura?*

YES  NO  N/A

8. Have you securely stored all machinery? *Ligtas bang nakatago ang mga makinarya?*

YES  NO  N/A

9. Are all flammable materials (eg. fuel for machinery) safely and securely stored? *Ang lahat ba ng mga flammable materials (hal. gasolina para sa makinarya) ay maayos bang nakaimbak?*

YES  NO  N/A

## ENTER WITHOUT RISK

QUESTIONS:	YES	NO	N/A	OTHER INFORMATION
1. Do you have non-slip rugs and mats with tapered edges inside entrance? <i>Mayroon ka bang non-slip rugs and mats na may mga gilid na naka-taper sa loob ng pasukan?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. Have you repaired any torn or wrinkled carpets, loose, or damaged tiles or flooring? <i>Naisasagayus ba ang anumang nasirang karpit, maluwag, o nasira na mga tiles o sahig?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. Are there any cords or speaker wires across floors, aisles or doorways? <i>Mayroon bang anumang mga kurdon o mga wire ng speaker sa sahig, mga pasilyo o mga pintuan</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Are all aisles, steps, and exits passageways free of boxes, chairs, musical instruments etc.? <i>Ang lahat ba ng mga pasilyo, hagdan, at mga daanan ng labasan ay walang mga kahon, upuan, mga instrumentong pangmusika atbp.</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	

## SAFE CHURCH MAIN BUILDING

QUESTIONS:	YES	NO	N/A	OTHER INFORMATION
1. Are aisles clear of cords, podiums, chairs, candles and other objects? <i>Ang mga pasilyo ba ay walang mga kurdon, mga podium, mga upuan, mga kandila at iba pang mga bagay?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. Do you unlock all exit doors during occupancy? <i>Binubuksan mo ba ang lahat ng pintuan palabas habang may mga tao?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. Are exit doors clear from obstructions? <i>Ang mga pintuan ng labasan ba ay walang mga sagabal?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Do you have signs to indicate exits (ideally illuminated)? <i>Mayroon ka bang mga palatandaan sa labasan?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
5. Are all exit doors in good condition and functioning properly (i.e. open outwards with kick bar)? <i>Ang lahat ba ng mga pintuan palabas ay nasa maayos na kondisyon at gumagana nang maayos (i.e. bukas palabas na may kick bar)</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6. Do all rooms with 50 or more occupants or over 1,000 sq ft. have two exit doors? <i>Ang lahat ba ng mga silid na may 50 o higit pang mga tao o higit sa 1,000 sq ft. ay may dalawang pintuan ng labasan?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
7. Are pews/seats secured and in good repair? <i>Ang lahat ba ng upuan ay nasa maayos na kondisyon?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	

## STORAGE ROOM

QUESTIONS:	YES	NO	N/A	OTHER INFORMATION
1. Are brooms, mops, rags and other cleaning supplies stored in metal cabinets? <i>Ang mga walls, mop, basahan at iba pang mga kagamitan sa paglilinis ba ay nakatago sa mga metal na cabinet?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. Are the storage room locked at all times? <i>Ang storage room ba ay nakakandado sa lahat ng oras?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	
3. Is there a good housekeeping throughout the facility? <i>Mayroon bang mahusay na pangangalaga sa buong pasilidad?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Is the room free of combustible, flammables, and general church storage? <i>Ang silid ba ay walang mga madaling masunog na materyales?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	
5. Are main switches, shut off valves and plumbing properly labeled? <i>Ang main switch, shut-off valves at mga tubo ba ay maayos na may label?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	
6. Is the smoke/heat detection tied to the fire alarm system? <i>Ang smoke/heat detector ba ay naka-link sa fire alarm system?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	
7. Are the electrical panels free from obstruction? <i>Ang electrical panels ba ay walang sagabal?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
8. Are all electrical/mechanical equipment and junction boxes covered? <i>Ang mga kahon ba ng electrical/mechanical equipment ay may maayos na takip?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	

## KITCHEN/PARISH HALL

QUESTIONS:	YES	NO	N/A	OTHER INFORMATION
1. Are exits clear, adequately marked? <i>Ang exits ba ay walang sagabal at may palatandaan?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. Is the kitchen kept clean and waste properly disposed of? <i>Ang kusina ba ay pinapanatiling malinis at ang basura ay itinatapon nang maayos?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. Are exhaust filters, ducts, and hood cleaned on regular basis? <i>Ang exhaust filters, mga duct, at hood ba ay regular na nililinis?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Do you have multi-purpose or type "k" fire extinguisher/ fire blanket in the kitchen? <i>Mayroon bang multi-purpose o type "k" fire extinguisher/ fire blanket sa kusina ng parokya?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	

**QUESTIONS:**

YES NO N/A

**OTHER INFORMATION**

5. Is the kitchen free of grease accumulations?  
Ang mga kusina ba ay walang mga akumulasyon ng grasa?

YES  NO  N/A

Other information for question 5

6. Are refrigeration coils, motors, and compressors clean? Ang mga coil ba ng refrigeration, motor, at compressor ay malinis?

YES  NO  N/A

Other information for question 6

7. Are all floors clean and free of spills? Ang sahig ay malinis at walang mga natapon?

YES  NO  N/A

Other information for question 7

8. Do you have mops and "caution" signage available? Mayroon bang mga mop at "caution" na signage na nagagamit?

YES  NO  N/A

Other information for question 8

**STAFF TRAINING**

Training	Number of Convent Staff trained	date of last training (petsa ng huling pagsasanay)	Topics Covered
Fire Safety	5	March 2025	4Ps of Fire Safety: Prevention, Protection, Preparedness & Practice
First Aid Training	2	September 2025	Basic First Aid Intervention Methods of surveying the scene of the victims
Training in the practical use of a fire extinguisher	6	March 2025	PASS technique (Pull, Aim, Squeeze, Sweep)

Inspection completed by (Ministry on Stewardship Coordinator)

*M. O. Alonzo*  
Narcisca Alonzo

Date

MAY 11, 2025

Approved by (Parish Priest)

*J. P. Sudario*  
REV. Fr. Jose Pedro fernando P. sudario

Date

MAY 11, 2025