

# 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** : ST. MARY EUPHRASIA PARISH

**Address** : DE JOYA CAPITOL VILLAGE, KUMINTANG ILAYA, BATANGAS CITY

**Contact number** : (043)723-2381/ 706-1746 / +6309228155855

**Email address** : smeparish@yahoo.com / smepbats@gmail.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 I	900 inside 300 outside	11.4 square meter	Only 1 but with basement
Sacristy <input type="radio"/>	TYPE I	20 persons	65 square meter	One
Adoration Chapel <input type="radio"/>	TYPE I	30 persons	45 square meter	One
Parish Hall <input type="radio"/>	ST. LORENZO RUIZ HALL ST. JOSEPH HALL ST. PEDRO CALUNGSOD HALL Type I	54 persons 200 persons 40 persons	140 square meter 130 square meter 45 square meter	2 storey
Convent <input type="radio"/>	TYPE I	20 persons	80square meter	3 storey
Storage Room <input type="radio"/>	TYPE I	10 persons	50 square meter	One
Comfort Room <input type="radio"/>	SACRISTY KITCHEN - RECTORY ST. LORENZO RUIZ HALL ST. PEDRO CALUNGSOD HALL PUBLIC COMFORT ROOM OFFICE CASABLANCA Type I	13 persons	4 square meter 4 square meter 4 square meter 4 square meter 32 square meter 4 square meter	One

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others: (Specify)	Station of the Cross Candle Station Garage	14 persons 5 persons 5 persons	N/A N/A N/A	
	Transient Home - Casablanca      Type I 130 square meter	10 persons	6 meter	One storey

## 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: ---1--- Locations: <u>Clinic</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 <input checked="" type="checkbox"/> 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: <u>3</u> Locations: <u>Rectorry/Sacristy/Office</u>
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? <i>Ang mga fire alarm system ba ay sinusuri taun-taon?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	
6. Are key/access records maintained? <i>Ang susi o pag-access ba sa mga rekords ay napapanatili?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
7. Do you have a written list with photographic inventory of building contents and valuables? <i>Mayroon ka bang nakasulat na listahan na may larawan ng imbentaryo ng mga nilalaman ng gusali at mga mahahalagang bagay?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Partial only

## CHURCH GROUNDS

QUESTIONS:	YES	NO	N/A	OTHER INFORMATION
1. Are parking lots and church grounds free from rubbish, debris, and potholes? <i>Ang mga paradahan at lugar ng simbahan ba ay walang basura at mga butas?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. Are all fences/gates in good condition? <i>Ang lahat ba ng mga bakod/gate ay nasa maayos na kondisyon?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. Are all pathways/external walkways are in good condition? <i>Ang lahat ba ng mga daanan ay nasa maayos na kondisyon?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Are all steps in good conditions? <i>Ang lahat ba ng mga hagdan ay nasa maayos na kondisyon?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
5. Do all steps have handrails and painted lines highlighting the change in elevation? <i>Ang lahat ba ng mga hagdan ay may mga handrail at ipinintang mga linya na nagha-highlight sa pagbabago sa elebasyon</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6. Are steps railings firmly secured and in good repair? <i>Ang mga railing ng hagdan ba ay ligtas na nakakabit at nasa maayos na kondisyon?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
7. Are all ditches and drains clear of debris? <i>Ang lahat ba ng kanal at alulod ay walang basura?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
8. Have you securely stored all machinery? <i>Ligtas bang nakatago ang mga makinarya?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
9. Are all flammable materials (eg. fuel for machinery) safely and securely stored? <i>Ang lahat ba ng mga flammable materials (hal. gasolina para sa makinarya) ay maayos bang nakaimbak?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	

## 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"/>	Office only
2. Have you repaired any torn or wrinkled carpets, loose, or damaged tiles or flooring? <i>Naisasaayos ba ang anumang nasirang karpeta, 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 type="radio"/>	<input checked="" 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 type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	For major repair this year

## STORAGE ROOM

QUESTIONS:	YES	NO	N/A	OTHER INFORMATIONS
1. Are brooms, mops, rags and other cleaning supplies stored in metal cabinets? <i>Ang mga walis, mop, basahan at iba pang mga kagamitan sa paglilinis ba ay nakatago sa mga metal na cabinet?</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Are the storage room locked at all times? <i>Ang storage room ba ay nakakandado sa lahat ng oras?</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Is there a good housekeeping throughout the facility? <i>Mayroon bang mahusay na pangangalaga sa buong pasilidad?</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No heat detector facility
7. Are the electrical panels free from obstruction? <i>Ang electrical panels ba ay walang sagabal?</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## KITCHEN/PARISH HALL

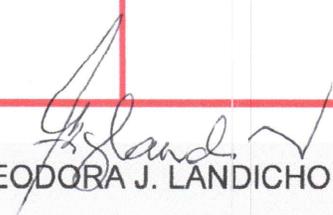
QUESTIONS:	YES	NO	N/A	OTHER INFORMATIONS
1. Are exits clear, adequately marked? <i>Ang exits ba ay walang sagabal at may palatandaan?</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Is the kitchen kept clean and waste properly disposed of? <i>Ang kusina ba ay pinapanatiling malinis at ang basura ay itinatapon nang maayos?</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yearly
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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

QUESTIONS:	YES	NO	N/A	OTHER INFORMATION
5. Is the kitchen free of grease accumulations? <i>Ang mga kusina ba ay walang mga akumulasyon ng grasa?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	
6. Are refrigeration coils, motors, and compressors clean? <i>Ang mga coil ba ng refrigeration, motor, at compressor ay malinis?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	No regular maintenance, Mabilis mag-yelo Defrost once a week
7. Are all floors clean and free of spills? <i>Ang sahig ay malinis at walang mga natapon?</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Di maiwasan
8. Do you have mops and "caution" signage available? <i>Mayroon bang mga mop at "caution" na signage na nagagamit?</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Mops Only

## STAFF TRAINING

Training	Number of Convent Staff trained	date of last training ( <i>petsa ng huling pagsasanay</i> )	Topics Covered
Flre Safety	None	None	None
First Aid Training	28	Nov. 25-26, 2022	Standard first aid Orientation 1. Roles and responsibilities of first aider 2. Characteristics of a good FA 3. AIMS of FA 4. Hindrances 5. FA equipment 6. PPE 7. On emergency 8. On injury 9. Bandaging techniques (with actual) 10. CPR (with "actual" using mannequin)
Training in the practical use of a fire extinguisher	None	None	None

Inspection completed by  
(Ministry on Stewardship  
Coordinator)

:   
MRS. TEODORA J. LANDICHO

Date

: MARCH 21, 2025

Approved by  
(Parish Priest)

:   
REV. FR. ILDEFONSO T. DIMAANO

Date

: MARCH 28, 2025