



Republic of the Philippines
Department of Education
REGION XVIII – NEGROS ISLAND REGION
SCHOOLS DIVISION OF SAGAY CITY

JUL 15 2025

DIVISION MEMORANDUM

No. 416, s. 2025

**REITERATION ON THE MANDATORY ACCOMPLISHMENT AND
SUBMISSION OF FIRE SAFETY SURVEY FORM
BY ALL PUBLIC SCHOOLS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors – CID & SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned:

1. Attached is Memorandum No. OM-OUOPS-2025-01-04083 dated July 5, 2025, titled Mandatory Accomplishment and Submission of Fire Safety Survey Form by all Public Schools, which is self-explanatory.
2. The survey may be accessed via the following link:
<https://forms.gle/VAVnGh9siKzXv5US9> . The deadline for submission is on or before **July 15, 2025**.
3. Immediate compliance of this Memorandum is desired.

DANNIE CLARK M. UGUIL, CESE

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



Enclosure: As stated

Reference: Memorandum No. OM-OUOPS-2025-01-04083

Allotment: N/A

No. of Pages: **8**

To be indicated in the **Perpetual Index** under the following subjects:

SURVEY

CAMPAIGN

SCHOOLS

REPORTS

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Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM
OM-OUOPS-2025-01-04083

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : MALCOLM S. GARMA
Assistant Secretary, Officer-In-Charge
Office of the Undersecretary for Operations

SUBJECT : MANDATORY ACCOMPLISHMENT AND SUBMISSION OF FIRE
SAFETY SURVEY FORM BY ALL PUBLIC SCHOOLS

DATE : July 5, 2025

In line with the Department of Education's commitment to promoting the safety and well-being of learners and personnel, the Department is undertaking a rapid assessment of fire safety preparedness in all public schools nationwide. This initiative is part of our continuing efforts to strengthen institutional disaster risk reduction and management practices.

In view of the foregoing, all Regional and Schools Division Offices are hereby directed to disseminate the **Fire Safety Survey Form** to all public elementary and secondary schools within their respective jurisdictions and ensure the timely completion thereof.

The data to be collected through this survey shall serve as a baseline for assessing the current level of fire safety compliance and preparedness in all public schools. The results will inform the development of evidence-based strategies and policies to enhance school safety.

The survey may be accessed via the following link:
<https://forms.gle/VAVnGh9siKzXv5US9>

The deadline for submission of accomplished forms is **on or before July 15, 2025**.

For inquiries or further clarification, you may contact the Office of the Assistant Secretary for Public Affairs Service and External Partnerships Service (PH Private) through email at ospaep@deped.gov.ph and through telephone at (02) 8631-8493.

For immediate dissemination and strict compliance.

Copy furnished:
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and External Partnerships Service (PH Private)

OUOPS/JAPBA/



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Fire Safety Survey

Good day!

This quick survey is being conducted by the Department of Education (DepEd) Central Office to gather essential information about the fire safety preparedness of schools. We kindly ask for your cooperation in answering the following questions regarding the presence of fire extinguishers and the general structure of your school facilities.

Your responses will help ensure that schools are equipped with appropriate fire safety measures to protect our learners, teachers, and school personnel.

Thank you for your support and prompt response!

Magandang araw!

Ang maikling survey na ito ay isinasagawa ng Kagawaran ng Edukasyon (DepEd) Central Office upang makakalap ng mahahalagang impormasyon tungkol sa kahandaan ng mga paaralan pagdating sa kaligtasan mula sa sunog. Hinihiling po namin ang inyong pakikiisa sa pagsagot ng mga tanong tungkol sa mga fire extinguisher at gusali ng inyong paaralan.

Ang inyong kasagutan ay makatutulong upang matiyak na ang mga paaralan ay may sapat na kagamitan para sa kaligtasan ng mga mag-aaral, guro, at iba pang kawani.

Maraming salamat po sa inyong suporta at agarang tugon!

angelina.bautista002@deped.gov.ph [Switch account](#)



* Indicates required question

Email *

Your email



Name of School (Pangalan ng Paaralan) *

Your answer

Name of School Division (Pangalan ng School Division) *

Your answer

School ID *

Your answer

School Type *

☐ Public

☐ Private

☐ Other

Does your school have fire extinguishers? (Mayroon bang mga fire extinguisher *
ang inyong paaralan?)

☐ Yes

☐ No



If yes, how many fire extinguishers are currently available in the school? (Kung oo, ilang mga fire extinguisher ang kasalukuyang mayroon ang inyong paaralan?) *

Your answer

Are the fire extinguishers functional and within the expiry date? (Gumagana ba ang mga fire extinguisher at hindi pa expired?) *

- ☐ All are functional and up to date (Lahat ay gumagana at hindi pa expired)
- ☐ Some are expired or not functional (May ilan na expired o hindi gumagana)
- ☐ None are functional (Walang gumagana)
- ☐ Not applicable (Hindi naaangkop)

How many buildings does your school have? (Ilang gusali mayroon ang inyong paaralan?) *

Your answer

How many rooms does the school have in total, including classrooms, libraries, offices, laboratory, among others? (Ilang silid mayroon ang inyong paaralan kasama na ang mga silid-aralan, silid-aklatan, opisina, laboratoryo, at iba pa?) *

Your answer

Are fire extinguishers placed in different buildings or areas? (Nakalagay ba ang mga fire extinguisher sa mga tamang lugar sa bawat gusali o bahagi ng paaralan?) *

- ☐ Yes (Oo)
- ☐ No (Hindi)
- ☐ Not applicable (Hindi naaangkop)

Does the school conduct regular fire drills? (Nagsasagawa ba ang paaralan ng palagiang fire drill?) *

- ☐ Yes, every quarter (Oo, kada quarter)
- ☐ Yes, but irregularly (Oo, pero hindi regular)
- ☐ No (Hindi)

Do you have a Fire Safety Plan in your school contingency plan? (Mayroon bang Fire Safety Plan na kasama sa contingency plan ng inyong paaralan?) *

- ☐ Yes (Oo)
- ☐ No (Hindi)

Do you have a Fire Safety Inspection Certificate from the Bureau of Fire Protection (BFP)? (Mayroon bang Fire Safety Inspection Certificate mula sa Bureau of Fire Protection (BFP) ang inyong paaralan?) *

- ☐ Yes (Oo)
- ☐ No (Hindi)

What are the findings of the Bureau of Fire Protection? (Ano ang mga natuklasan o findings ng Bureau of Fire Protection?) *

Your answer

What are the actions taken by the school to address these findings? (Ano ang mga hakbang na isinagawa ng paaralan upang tugunan ang mga natuklasan?) *

Your answer

When was the Fire Safety Inspection Certificate issued? (Kailan ibinigay ang Fire Safety Inspection Certificate?) *

Your answer

Does your school have Fire Suppression System (FSS) in place? (May mga Fire Suppression System (FSS) ba ang inyong paaralan?) *

- ☐ Yes (Oo)
- ☐ No (Hindi)

Do you have trained staff to operate the FSS? (May sinanay bang kawani upang gumamit ng FSS?) *

- ☐ Yes (Oo)
- ☐ No (Hindi)

Who is/are the resource person/s or agency involved in the activity? (*Sino ang resource person o ahensyang nakilahok sa aktibidad?*) *

Your answer

Remarks or other relevant information: (*Mga karagdagang tala o impormasyon:*) *

Your answer

Name of Survey Respondent (Pangalan ng Sumasagot ng Survey) *

Your answer

Position or Designation in the School (Posisyon o Tungkulin sa Paaralan) *

Your answer

Contact Number (Matatawagang Numero) *

Your answer

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