

# **IS YOUR CHURCH AT RISK??????**

1. Does the church maintain a video inventory?
2. Does the church have a crisis management/emergency relocation plan?
3. Does the church have a first aid kit clearly marked and readily available?
4. Does the church have guidelines for referring members to a professional counselor?
5. Has the church adopted the Diocesan policies and procedures requiring training and background checks for anyone working with children?
6. Does the church have guidelines pertaining to when a new member of the church may volunteer?
7. Does the church require Certificates of Insurance / Hold Harmless agreements when outside groups use your property?
8. Does the church require permission slips for youth group outings?
9. Are check signing responsibilities divided or belong to one person?
10. Does the church deposit the offering on the same day?
11. Does the church have screening requirements for money handlers?
12. Are checks marked "for deposit only"?
13. Does the church utilize a CPA or other diocesan approved individual(s) to perform an annual audit?
14. Are there any apparent roof hazards?
15. Are there any apparent electrical hazards?
16. Are there any apparent structural hazards?
17. Are there any apparent slip and fall hazards?
18. Are there smoke detectors and fire extinguishers in this building?
19. Are all means of egress in this building clear of obstruction?

20. Are there exit signs or emergency lighting in this building?
21. Are any handrails secure and sturdy?
22. Is any stained glass protected by an outside covering?
23. Is housekeeping appropriate for this building?
24. Does the church prevent this area from being used for storage of flammable and/or combustible materials?
25. Is there a smoke detector and charged fire extinguisher clearly marked and readily available in this room?
26. Is there any apparent slip and fall hazards?
27. If the church has a commercial stove, does it have fire suppression capabilities and a current Commercial Stove Inspection?
28. Is a smoke detector and charged fire extinguisher clearly marked and readily available in the kitchen?
29. If the church has a walk in freezer, is there an emergency means of egress?
30. Does the church prevent the storage of chemicals and /or poisons in the kitchen?
31. Are knives stored in an appropriate manner?
32. Is the kitchen housekeeping appropriate?
33. Are there any apparent roof hazards?
34. Are there any apparent electrical hazards?
35. Are there any apparent structural hazards?
36. Are there any apparent slip and fall hazards?
37. Are there smoke detectors and fire extinguishers in this building?
38. Are all means of egress in this building clear of obstruction?
39. Are there exit signs or emergency lighting in this building?
40. Are any handrails secure and sturdy?

41. Is any stained glass protected by an outside covering?
42. Is housekeeping appropriate for this building?
43. Are there any apparent roof hazards?
44. Are there any apparent electrical hazards?
45. Are there any apparent structural hazards?
46. Are there any apparent slip and fall hazards?
47. Are there smoke detectors and fire extinguishers in this building?
48. Are all means of egress in this building clear of obstruction?
49. Are there exit signs or emergency lighting in this building?
50. Are any handrails secure and sturdy?
51. Does the church have age appropriate furniture in the educational unit?
52. Are there any nursery hazards such as long window cords, peeling lead paint, etc?
53. Is housekeeping appropriate for this building?
54. Is the type/depth of the playground surface appropriate (Wood Chips/Rubber / Other / 4 inches minimum)?
55. Is all equipment designed for this type of installation and anchored securely (commercial grade equipment)?
56. Is all equipment spaced 6 to 12 feet apart?
57. Are there any areas of exposed concrete, stumps, sharp edges, etc?
58. Does the church provide adequate supervision of the playground?
59. Is there any apparent slip and fall hazards on grounds or walkways?
60. Is the parking area well lit?
61. Is there appropriate lighting over the entrances and any stairways, etc?
62. In regions subject to freezing, do any downspouts empty on to walkways?

63. Are there any apparent roof hazards?
64. Are there any apparent electrical hazards?
65. Are there any apparent structural hazards?
66. Are there any apparent slip and fall hazards?
67. Are there smoke detectors and fire extinguishers in this building?
68. Are all means of egress in this building clear of obstruction?
69. Does the church require the use of seat belts in vehicles used by or on behalf of the church?
70. Does the church have age requirement and background checks on drivers?