

Admin-RM-2025-43

Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON

20 January 2025

**Regional Memorandum**


No. 43, s. 2025

**FIRE SAFETY COMPLIANCE FOR SCHOOLS DESIGNATED  
AS POLLING PRECINCTS FOR THE MAY 12, 2025  
NATIONAL AND LOCAL ELECTIONS**

To: **Schools Division Superintendents**

All Others Concerned

1. In the 2nd Regional Joint Security Control Center (RJSCC) meeting held on January 15, 2025, it was reported that a total of 3,353 schools in the region have been designated as polling precincts for the upcoming National and Local Elections on May 12, 2025.
2. According to the Bureau of Fire Protection (BFP) Region IV-A, 1,770 of the schools listed as polling precincts have undergone fire safety inspections. Of those inspected, 1,231 schools complied with the fire safety standards.
3. A summary report from BFP Region IV-A, detailing the findings by province along with their recommendations, is attached for your reference.
4. For your convenience, the complete report, listing the findings and recommendations on a per-school basis, can be accessed via the following link: [https://bit.ly/BFP\\_report\\_pollingprecincts](https://bit.ly/BFP_report_pollingprecincts)
5. In this regard, you are requested to ensure that all identified fire safety compliance issues shall be addressed and corrective actions be done at the earliest possible opportunity. A report of compliance should be submitted to this office upon completion.
6. Additionally, please provide a comprehensive list of all schools designated as polling precincts not later than January 31, 2025.
7. For information, guidance, and strict compliance.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director

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08/ROA1



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**Summary Report: Conduct of Fire Safety Inspection of Educational Occupancies for Upcoming Election 2025**

A. In conformance to Memorandum re: Request for Conduct of Fire Safety Inspection in all COMELEC offices and facilities nationwide signed by FCSUPT MANUEL M MANUEL, Acting Chief Directorial Staff dated 19 December 2024, the BFP Regional Office of BFP Region 4A CALABARZON promptly issued a Memorandum addressed to all Provincial, City and Municipal field units to conduct comprehensive fire safety inspections to all COMELEC offices and facilities. As shown on the table below, a total of 1,770 educational occupancies were initially inspected wherein 69.55% of these were found with fire safety compliance.

**B. Fire Safety Inspection Data**

Province	No. of Educational Occupancies Inspected	Status	
		Compliant	Non-Compliant
Cavite	423	55	368
Laguna	380	181	199
Batangas	830	216	614
Rizal	131	85	46
Quezon	6	2	4
<b>TOTAL</b>	<b>1770</b>	<b>539</b>	<b>1231</b>

Consequently, the following are the most frequent findings/Issues that the field units observed during the fire safety inspection from December 16, 2024, to January 8, 2025, which also correspond with the recommendations.

Findings/Issues	Recommendations
1. Failure to conduct preventive maintenance of fire extinguishers	1. To conduct preventive maintenance of fire extinguishers
2. Failure to provide and install fire extinguishers.	2. To provide and install fire extinguishers.
3. Failure to comply with the required number of fire extinguisher.	3. To comply with the required number of fire extinguisher.
4. Failure to provide emergency lights.	4. To provide emergency lights.
5. Failure to provide smoke detectors.	5. To provide smoke detectors.
6. Failure to provide emergency evacuation plan.	6. To provide emergency evacuation plan.
7. Absence of manual fire alarm.	7. To provide of manual fire alarm.
8. Defective manual fire alarm.	8. To conduct maintance of manual fire alarm.
9. Absence of wet stand pipe system	9. To provide of wet stand pipe system
10. Absence of secondary exits.	10. To provide secondary exits.



**Fire Safety Enforcement Division Region  
4A [fsed.region4a@bfp.gov.ph](mailto:fsed.region4a@bfp.gov.ph) via [depedph.onmicrosoft.com](mailto:depedph.onmicrosoft.com)  
to me**

[BFP-CALABARZON-INSPECTION-OF-EDUCATIONAL-OCCUPANCIES-FOR-UPCOMING-ELECTION-2025](#)

Good evening Ma'am.

Attached is the link that contains the report of the fire safety inspection of the Bureau of Fire Protection CALABARZON to schools/educational occupancies identified as polling/voting precincts. Wherein 1,770 schools were initially inspected and 1,231 of which were found to have fire safety compliance/s.

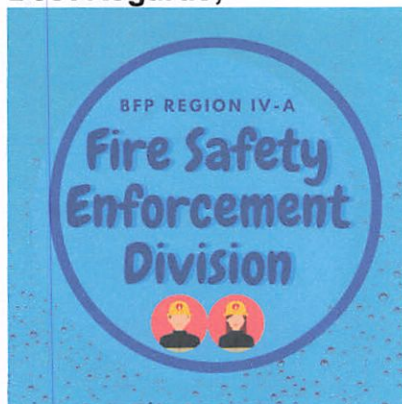
We were informed that the total of polling/voting precincts region-wide will be 3,353 (based on the Regional Joint Security Control Center (RJSCC) Meeting conducted today). In this regard, may we request your good office a copy of the list of schools verified as voting/polling precincts region-wide for the observance of this year's election?

This will be a reference for us to further monitor which places are in need of fire safety inspections and identify if there will be a presence of fire risks. It would be of great help as we too partake in the initiative of a peaceful and fire-safe elections.

Thank you!

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**Best Regards,**



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