



DIOCESE OF AMARILLO

Office of the Bishop

December 13, 2019

Dear Brother Priest and Property Administrator,

Three of our locations were visited on 9/17/2019 at the request of AXIS Property. As a result, the Diocese is sending a fire prevention and safety plan policy that includes their mandatory recommendations and advisory recommendations.

Mandatory Recommendations:

- 19-01 Implement the Axis Hot Work Program to manage hot work operations at the facility. Perform Hot Work to meet the standards of NFPA 51B.
- 19-02 Whenever it becomes necessary to shut a sprinkler control valve for any reason, regardless of the duration, notify Axis US Property Engineering at 312-977-0395 or engineering@axiscapital.com.
- 19-03 Provide listed Flammable liquid cabinets for the storage of any flammable liquids kept on-site.
- 19-04 Improve the frequency of fire protection inspections per NFPA 25, including semi-annual testing of water flow alarms and quarterly visual inspections of sprinkler control valves.

Advisory Recommendations are specific to the location but are included in the policy because the Diocese is committed to providing a safe work environment for all parishioners, employees, volunteers, and contractors.

- Establish an Emergency Organization for each operating shift, including a designated fire department notifier, control valve operator, and personnel trained in the use of extinguishers for incipient fires.

Sprinkler Systems

- Determine the automatic sprinkler design for the original building system. This is needed to confirm that sprinkler protection is adequately designed for the occupancy.
- Conduct or obtain results for an updated hydrant flow test in the area. This is needed to confirm that the water supply can support the sprinkler systems present.
- Install sprinklers in the unprotected areas of the facility.

The policy is on the Diocesan website, <https://amarillodiocese.org/hr>. It has 6 procedures in place to ensure the safety of your flock and your buildings. Please familiarize yourself with them and email Ivy Taylor, itaylor@dioama.org an agenda with timelines of completion by the end of the business day, January 15, 2020.

Thank you for all you do in your parishes.

With Best Wishes I Remain,

+ Patruk J. Zurek

✠Bishop of Amarillo

DIOCESAN PASTORAL CENTER