



聖公會牧愛堂  
Anglican Network Church  
of the Good Shepherd

A parish in the Anglican Network in Canada

# Protocol

**in the case of any incidents  
happening on the church  
premises**

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# 应变指南

**当教会建筑物出现紧急维修情况**

# Protocol 应变指南

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❖ Approved by the Church Committee  
on June 17, 2024

❖ 2024年6月17日于值理会通过  
(应变指南以英文版本为准)

- In light of the 2 incidents of sewage backup that happened within 5 weeks, on April 27 and June 1 respectively, the Church Committee decided on a protocol to deal with any incidents happening on the church premises so that proceedings can be conducted in an organized manner and that everyone's expectations can be in sync.
- Our church building is old. It is our responsibility to protect it as well as managing the risk exposed to our congregation when emergency occurs.
- 鉴于教会最近短期内发生两次下水道堵塞及污水倒灌情况（4月27日及6月1日），值理会特别为此议定「紧急情况应变指南」，以对应将来再发生类似问题时，教会全体更明确了解该采取之行动。
- 教会建筑物老旧，需要教友格外小心，尽责保护。于紧急情况下，确保会众健康及人身安全仍是教会首要原则。



## Rationale behind the Protocol

## 应变指南背后的因由

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# Protocol 应变指南

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- In the case of any incidents such as sewage backup happening on the church premise, the church will arrange for emergency services to remedy the situation.
- 当教会建筑物出现紧急维修情况（例如下水道堵塞时），堂主任及堂长会厘定受影响范围并尽快安排专业紧急维修服务，务求解决问题。

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- After the incident is resolved such as a sewage backup is cleared, the church will on a best effort basis, arrange for professional restoration services including clean up and sanitation service from our service provider at the earliest convenience.
- 当修复完成后（例如畅通堵塞后），堂主任及堂长会尽快安排业者提供专业清洁及消毒服务。

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- Until the affected area is declared fully restored by the church, all church activities and access to the affected area are prohibited.
- 在受影响范围内之专业修复及专业清洁消毒工作彻底完成之前为止，受影响范围内的所有场地及通道不作开放，所有原定举行及/或正在进行中的活动和事工必须立即终止，现场人士必须尽快离开并停止继续使用该范围。

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- The closure and reopening of the affected area will be communicated by wardens. It is the responsibilities of the staff and ministry heads to communicate these updates to their respective groups and individual parishioners affected.
- 出现紧急情况 及/或 当受影响范围得以重开时，堂长会作出通知。教会职员及各部领袖/负责人 有责任向所有受影响群体、参与者及个别教友作出通报。