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## Damage Assessment Annex

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- I. OBJECTIVES
- II. PHASES OF THE EMERGENCY
- III. ORGANIZATION AND RESPONSIBILITIES
- IV. RESPONSE CHECKLISTS

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## Damage Assessment Annex

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This annex explains the functions and responsibilities of the Damage Assessment Unit during a disaster. The response checklists that follow will serve as reminders during the actual response effort. The Damage Assessment Leader is appointed by the Director of the Department of Planning and Public Works, and usually is a member of the Department of Planning and Public Works and/or someone with expertise in the type of damage/structural failure resulting from the incident. Frequently, they will work in conjunction with Disaster Assessment Teams from the American Red Cross.

### I. OBJECTIVES

- A. Survey and report structural damage in the County.
- B. Record and report damage to County OES.
- C. Inspect and post structures as to being safe or unsafe to enter.
- D. Maintain a master list and map of damage in the County.
- E. Manage demolition of designated structures.

### II. PHASES OF THE EMERGENCY

#### A. Before

During this phase, review the checklists for this position. Any weaknesses in them shall be corrected through the Office of Emergency Services.

#### B. During the emergency

##### 1. Warning phase

This phase could begin with a warning such as the forecast of a flood, or an international crisis which could lead to war. Alert personnel, train and assign more personnel, make sure that facilities

and equipment are in a state of readiness, and take other measures as needed.

##### 2. Impact Phase

Mobilize staff and use the checklists to guide your actions.

##### C. After (Recovery)

Assist the Building Department with identification of damaged areas and interpretation of disaster records.

### III. ORGANIZATION AND RESPONSIBILITIES

Within ICS, the Damage Assessment Unit reports to the Planning Section Chief.

When a disaster occurs this Unit will:

- 1. Survey and report structural damage within the County.
- 2. Record and report damage to County OES.
- 3. Update damage estimates as requested.
- 4. Maintain a master map and list of damage in the County.
- 5. Manage the demolition of designated structures.
- 6. Keep the Planning Section Chief informed of Damage Assessment Unit activities.