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DAMAGE ASSESSMENT

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DAMAGE ASSESSMENT

PRIMARY AGENCY:	Office of Emergency Management (OEM)	
SUPPORT AGENCIES:	Building Development Services Planning and Development Police Department Fire Departments Highway Department Parks Department Civil Air Patrol (CAP)	County Assessor Resource Management Sheriff's Department Public Works City Utilities (CU) American Red Cross (ARC)

I. PURPOSE

This ESF sets forth guidelines for conducting timely, accurate damage assessments that are consistent with federal and state guidelines.

A thorough damage assessment is essential to (1) establish priorities for repair of public facilities and roads, (2) determine if outside assistance is necessary, compile data to assist with requests for disaster assistance, (4) ensure the safety of local residents, and (5) plan mitigation measures that will lessen the effect of future occurrences.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. SEMA has published Situation Reports (SITREP) and Disaster Summary Forms for officials to use in identifying and properly assessing the impact of a disaster. The forms and instructions provide the necessary information that would be needed for a State and/or Federal declaration (**Appendix 2**).
2. RSMo, Chapter 44 provides for an emergency volunteer program to be administered by SEMA in the event of a natural disaster (this is called the S.A.V.E Coalition). Architects, engineers, contractors, etc. may volunteer their services and equipment. These volunteers can assist with demolition, cleanup, and post-disaster safety inspections.
3. Disaster assistance comes in varied forms from many different sources (**Appendix 2**).

B. Assumptions

1. Following a major disaster, Federal and State personnel will be available to assist in the final damage estimation.
2. A properly completed Damage Assessment may initiate legislation that can mitigate or lessen the effects of future disasters (i.e., building codes may result after an earthquake has occurred).

III. CONCEPT OF OPERATIONS

A. General

1. During the emergency, initial damage assessments will be reported by first responders at the scene of an incident. Other sources such as County/City employees operating in the

field and/or private citizens will also report damages.

2. The Emergency Management Director will notify SEMA of the developing situation and a determination will be made whether State and/or Federal assistance is needed to support local operations (**Appendix 2**).
3. The Damage Assessment Coordinator will, under normal circumstances be the Emergency Management Director. Immediately after the disaster has ended, the Damage Assessment Coordinator will dispatch teams to the affected areas.
4. Damage Assessment teams will consist of local government employees and designated private sector personnel when necessary (i.e., insurance agents, engineers, contractors, American Red Cross, etc.). SEMA may also accompany these teams on the initial damage assessment.
5. The Damage Assessment Coordinator will compile a complete situation report and brief the chief elected officials. The information will also be reported to SEMA (**Appendix 2**).
6. If the necessary response is beyond the capability of the jurisdiction and state government, the Governor may request from the President a disaster declaration for federal assistance.
7. In anticipation of making a request to the President for federal assistance SEMA, in cooperation with FEMA and the local jurisdiction, will conduct a preliminary damage assessment.
8. There will be two damage surveys completed. One will be of individual/private damage (i.e., damage to individuals, residences and small businesses) and the other will be for public (government) losses.
9. When federal/state damage survey teams are working in Greene County, appropriate county/city officials will accompany each team and participate in the survey.
10. If the President denies federal assistance, the cost of recovery would be borne by local and state government.

IV. ORGANIZATION AND RESPONSIBILITIES

A. Primary Agency: Office of Emergency Management

1. The Emergency Management Director has the primary responsibility for the Damage Assessment function in Greene County and acts as the Damage Assessment Coordinator. Damage assessment in each municipality will be the responsibility of the chief elected official or his/her designee. The Damage Assessment Coordinator will:
 - a. Maintain damage assessment procedures consistent with state and federal guidelines.
 - b. Facilitate training of personnel in damage assessment procedures.
 - c. Identify and establish liaison with private individuals who can provide assistance in damage assessment (i.e., American Red Cross, Insurance agents, engineers, etc.).
 - d. Coordinate private and public damage assessments.
 - e. Collect/display damage information, brief elected officials and prepare reports.
 - f. Accompany/assist local, state and federal damage assessment teams. These team(s) will provide preliminary estimates and descriptions, based on physical observations by government engineers and inspectors, of the nature and extent

of damages, resulting from the emergency or disaster.

2. The Emergency Management Director is responsible for preparing recommendations from damage reports to mitigate the effects of future disasters (i.e., pass/enforce building codes).
3. Maintain records of the cost of supplies, resources and man-hours needed to respond to the disaster event.

B. Support Agencies:

County Assessor

1. Function as member of damage assessment teams. The office will help assess damage to public and private property.
2. Maintain or be able to obtain a file of maps, pre-disaster photos, tax assessments, etc.

County Resource Management

Function as a member of damage assessment teams. Will assess public and private property for damage and structural safety concerns.

Springfield Building Development Services

Function as a member of damage assessment teams. Will assess public and private property for damage and structural safety concerns.

Springfield Planning and Development

Function as member of damage assessment teams. The office will help assess damage to public and private property (homes, businesses, etc.).

Sheriff's Department/Springfield Police Department

Assess the on-site situation (number of injured, killed, evacuated, etc.).

Springfield Fire Department/Greene County Fire Departments

Assess the on-site situation (number of injured, killed, evacuated, etc.).

County Highway Department

Assess damage to roads, bridges, culverts, streets, sewers, etc.

Springfield Public Works

Assess damage to roads, bridges, culverts, streets, sewers, etc.

Public Utilities

Public and private utility companies will provide damage information concerning respective operations and repair/restore facilities/services in accordance with priority restoration lists.

Springfield/Greene County Parks Department

Assess damage to any governmental owned park, recreational area, facility or equipment that is available for public use within the parks system.

American Red Cross

The American Red Cross is trained in damage assessment techniques and can provide support (assess damage to homes, identify victims needs).

Civil Air Patrol

Assist with aerial damage assessment and transport of officials.

C. State Support Agency:

Missouri State Highway Patrol

Assess the on-site situation (number of injured, deceased, evacuated, etc.).

Missouri Department of Transportation

Assess damage to roadways, bridges and other applicable infrastructure.

D. Federal Support Agency:

U.S. Army Corps of Engineers

Assess damages to roadways, bridges, dams, levees, etc.

V. DIRECTION AND CONTROL

- A. The Damage Assessment Coordinator is an important member of the EOC staff. The Coordinator will control operations from the EOC.
- B. All damage reports that come to the EOC will go through the Damage Assessment section for analysis and plotting.

VI. CONTINUITY OF GOVERNMENT

- A. Line of Succession
 - 1. Emergency Management Director
 - 2. County Assessor
 - 3. Deputy Assessor
- B. The Damage Assessment section will control their operations from the EOC or, if relocated, from an alternate EOC.
- C. Plans should be made to protect essential records vital to the damage assessment function (i.e., tax assessments, property deeds, etc.).

VII. ADMINISTRATION AND LOGISTICS

- A. Required damage assessment report forms are referenced in Appendix 2. Suggested local report forms are referenced in Appendix 3.
- B. Records of actions taken and recommendations made will be compiled by appropriate county and/or city personnel in the EOC.
- C. Damage assessment information will be provided to the State Emergency Management Agency (SEMA) for necessary release to the Federal agencies.
- D. Specific logistical requirements will be submitted to the appropriate agency/individual (i.e., communications through Law Enforcement, heavy equipment through Public Works). Other requirements will be submitted to the Resource Management (**ESF-5**).

VIII. ESF DEVELOPMENT AND MAINTENANCE

- A. The Damage Assessment Coordinator(s) are responsible for developing, maintaining, and updating this ESF and its appendices.
- B. The Office of Emergency Management will instigate an annual review and updating of this ESF.

IX. REFERENCES

- A. American Red Cross: Disaster Assessment, A30-3049 (November 2003)