

Damage Assessment Support Annex

Coordinating Department

Real Estate Valuation

Supporting Departments/Agencies

Planning, Building, and Development Department

Building Commissioner

Emergency Management

Commissioner of Revenue

Public Works Department

Department of Neighborhood Services

City Schools

Finance Department

Roanoke City Extension Office

Police Department

Sheriff's Department

Parks and Recreation Department

General Services Department

Fire & EMS Department

Department of Technology

Human Resources Department

Risk Management

Virginia Department of Health – Roanoke Health Department

American Red Cross

Amateur Radio Emergency Services

Western Virginia Water Authority

Appalachian Electric Power

Roanoke Natural Gas

Valley Metro

I. Introduction

A. Purpose

This annex provides guidelines that agencies will use following a disaster in the identification and assessment to overall damage to public and private property, thereby providing a basis for an emergency declaration and/or disaster assistance.

The timely evaluation, collation, and dissemination of specific information using designated forms are required in order to be eligible for post-disaster assistance.

B. Scope

1. Damage assessment activities are an evaluation (in dollars) of the estimated cost for damages or loss to agriculture, infrastructure, property (City, state and private) and equipment. The Damage Assessment Support Annex will cover a broad scope of responsibilities, assignments, and standard forms to be used in the overall process.

2. An Initial Damage Assessment Report will be completed by Coordinator of Emergency Management and submitted to the Virginia Department of Emergency Management within 72 hours of the event, outlining the severity of the problems and the determination of need for further assistance. Federal/State supported damage assessment precedes delivery of a Presidential Disaster Declaration and defines the specific needs for a long-term recovery.
3. A catastrophic emergency will require the expenditure of large sums of local funds. Financial operations will be carried out under compressed schedules and intense political pressures, which will require expeditious pressures that meet sound financial management and accountability requirements.

C. Policies

1. Initial Damage Assessment reports will be made to the State EOC within seventy-two (72) hours after the disaster occurs.
2. An estimate of expenditure and obligated expenditures will be submitted to both the City and State EOCs before a Presidential Declaration is requested.
3. Additional reports will be required when requested by the Emergency Services Director depending on the type and magnitude of the disaster.
4. Supplies, equipment and transportation organic to each organization will be utilized by that organization in the accomplishment of its assigned responsibility or mission.
5. Additional supplies, equipment and transportation essential to the continued operation of each organization will be requested through ESF #7 (Resource Support) in the Emergency Operations Center.
6. The approval to expend funds for response and recovery operations will be given by the department head from each agency or department involved in recovery operations. Each agency or department should designate a responsible person to ensure that actions taken and costs incurred are consistent with identified missions.

II. Concept of Operations

A. General

A damage assessment program is essential in a disaster situation to evaluate the estimated cost of damages and/or loss to infrastructure, property (government, business, and private), and equipment. Damage assessment provides the basis for the Governor to proclaim an emergency or disaster and/or request Federal assistance. The objective of this annex is to ensure a detailed appraisal of any damage sustained to City is documented in a timely fashion and forwarded to all necessary entities.

Designated teams will assess damage within the limits of capability. Damage to state-owned roads and bridges will be assessed by the State Department of Transportation. If the nature of the emergency is such that local resources are incapable of assessing the damage, state assistance will be requested by the Coordinator of Emergency Management to the Virginia Department of Emergency Management.

A Situation Report will be completed by the Director, Coordinator of Emergency Management, or designee on the first day of EOC operations and daily thereafter. An Incident Needs Assessment Report will be prepared as soon as possible following the emergency with daily updates or as situation changes. An Initial Damage Assessment

Report will be compiled and submitted to the State EOC within 72 hours following any disaster or emergency which causes damage to public or private property of a magnitude which requires expenditure of local government funds or which might be eligible for or require a request for state or federal assistance.

Based upon the local damage assessment reports, the Governor may request a Presidential declaration of a "major disaster", "major emergency", or a specific federal agency disaster declaration (Small Business Administration, Department of Agriculture, Corps of Engineers, etc.) to augment state/local/private disaster relief efforts. The President, under a "major emergency" declaration may authorize the utilization of any federal equipment, personnel and other resources. The President, under a "major disaster" declaration may authorize two basic types of disaster relief assistance:

1. Individual Assistance (IA)
 - a. Temporary housing;
 - b. Individual and family grants (IFG);
 - c. Disaster unemployment assistance;
 - d. Disaster loans to individuals, businesses, and farmers;
 - e. Agricultural assistance;
 - f. Legal services to low-income families and individuals;
 - g. Consumer counseling and assistance in obtaining insurance benefits;
 - h. Social security assistance;
 - i. Veteran's assistance; and
 - j. Casualty loss tax assistance.
2. Public Assistance (PA)
 - a. Debris removal;
 - b. Emergency protective measures; and
 - c. Permanent work to repair, restore or replace road systems, water control facilities, public buildings and equipment, public utilities, public recreational facilities, etc.

B. Organization

1. The Director of Real Estate Valuation has overall responsibility for compilation of all damage assessment reports. A designated person within the Office of Real Estate Valuation will act as Damage Assessment Unit Leader (DAUL) and report to the ESF 3 Group Supervisor.
2. As appropriate, the DAUL will coordinate notification of damage assessment personnel. Damage assessment personnel will be comprised of representatives from building inspections, public works, schools, emergency services, Red Cross, and if needed, amateur radio emergency services (See Tab 1 Assignments). These personnel will report to the affected areas to conduct the Individual Damage Assessment in pre-identified teams.
3. The DAUL will organize, equip, and assign teams to the affected areas to conduct the initial damage assessment.

4. The DAUL will coordinate the compilation of damage survey data, prepare damage assessment reports for the Emergency Management Coordinator, and plot damaged areas on local maps.
5. The City Building Commissioner or his/her designee is responsible for determining the state of a building and placing notification/placards on the facility. The building owner retains responsibility for deciding whether to demolish or restore the structure. During the recovery phase, the Building Inspector is responsible for the facilitation of the building permit issuance process and for the review and approval of the site-related and construction plans submitted for the rebuilding/restoration of residential and commercial buildings.
6. The Health Department may assist the Damage Assessment Unit with assessments related to health hazards that may be caused by the disrupted disposal of sanitary wastes.
7. The ESF Group Supervisor or Damage Assessment Unit Leader will be responsible (and coordinate with the Director or Coordinator of Emergency Management) for deploying damage assessment teams, consolidating damage data, and compiling reports. At the Incident Commander's request, the Damage Assessment Teams' first priority will be to assess City structural/infrastructure damage.
8. Technical Specialists will inspect all buildings for structural, electrical, gas, plumbing and mechanical damage following a disaster situation. They will ensure that any repairs or rebuilding that occurs following the incident will comply with the City building codes, zoning, land-use regulations and comprehensive plan.

In the event a major disaster or emergency is declared:

1. A Federal Coordinating Officer (FCO) will be appointed by the President to coordinate the federal efforts.
2. A State Coordinating Officer (SCO) and Governor's Authorized Representative (GAR) may be appointed by the Governor to coordinate the state efforts.
3. A Joint Field Office (JFO) will be established within the state (central to the damaged areas) from which the disaster assistance programs will be administered.
4. For Individual Assistance only, Disaster Application Centers (DACs) will be established central to the affected areas where individuals may apply for assistance.
5. If the area is declared eligible for Public Assistance programs, an Applicant's Briefing will be conducted for officials of counties, cities, Indian tribes, and private non-profit (PNP) organizations to explain eligibility criteria. The Emergency Management Coordinator will be requested to assist with identifying and notifying eligible applicants.
6. At the applicant's briefing, each eligible entity will submit a Notice of Interest (NOI).
7. Each PA applicant (including government entities) will appoint an "Applicant's Agent" to coordinate the collection of documentation and submission of information to the JFO.

III. Responsibilities

A. Primary Department (Real Estate Valuation)

1. The ESF Group Supervisor or Damage Assessment Unit Leader will be responsible for contacting, identifying a staging area, and deploying damage assessment teams, consolidating damage data, and compiling reports;

2. Implement Standard Operating Procedures for gathering damage assessment information, for reporting the information to the Situation Status Unit in the City EOC, and for conducting building safety inspections;
3. At the Incident Commander's request, the Damage Assessment Teams' first priority will be to assess City structural/infrastructure damage;
4. Develop mutual aid agreements with other state agencies and local governments, as appropriate;
5. Identify and pre-designate potential debris storage sites for the type and quantity of debris anticipated following a catastrophic event;
6. Pre-identify and triage damage assessment routes and critical infrastructure;
7. Coordinate with ESF #5 (Emergency Management) and Planning, Building, and Economic Development in compiling damage assessment data for submittal to the State EOC. The documentation may either be faxed or sent through WEBEOC emergency management software in the EOC.

B. Support Departments

1. Damage Assessment Team (All Support Departments):
 - a. Conduct a thorough damage assessment of the areas of the City that are assigned to each field assessor;
 - b. Document your findings on the forms provided in this annex which may be reproduced as necessary;
 - c. Use photos to provide additional documentation of the damages found in your assigned area; and
 - d. See Tab 1, Damage Assessment Task Assignment List for detailed information;
2. ESF #1 (Transportation)
 - a. Plan for and provide technical assistance in transportation planning and engineering;
 - b. Coordinate the damage assessment of the City's road system, both the City, State and interstate, including Engineering support of structural evaluations of all bridges in the City; and
 - c. Assist in obtaining transportation resources as needed in the removal and disposal of disaster debris.
3. ESF #3 (Public Works)
 - a. Assign staff to assist ESF #1 (Transportation) in assessing damages to the City's transportation infrastructure, and to conduct building safety inspections;
 - b. Coordinate the inspection and structural evaluation of damaged buildings placing highest priority on critical and essential facilities;
 - c. Utilize Engineering & GIS technology to capture digital and geographic coordinate information of all damaged structures and facilities;
 - d. Survey and evaluate damages sustained by the City's transportation infrastructure including streets, bridges, and traffic control devices; and
 - e. Maintain that the Water and Sewer Authority conducts the appropriate tests to ensure that water quality is maintained following the disaster (See ESF #12 Energy).

4. ESF #4 (Firefighting)
 - a. Conduct an immediate assessment on the capability and availability of firefighting resources in the City (and Roanoke Valley);
 - b. Determine the immediate need for firefighting services with ongoing fires as a result of the disaster;
 - c. Utilize fire stations as staging/respice areas for Damage Assessment Teams;
 - d. In conjunction with ESF #8 and ESF #13, coordinate ESF #9 (Search and Rescue) and ESF #10 (Hazardous Material) operations in the City; and
 - e. Coordinate mutual aid request and any request for activation of additional resources through the EOC.
5. ESF #5 (Emergency Management)
 - a. Use predictive modeling, including the HAZUS loss estimation methodology (flood reduction models, and GIS Technology), to determine vulnerable critical facilities as a basis for identifying damage assessment triage and recovery activities;
 - b. Document initial damage assessment information received to determine the priority areas for the damage assessment teams to survey;
 - c. Complete an Initial Damage Assessment Report and submit to the Virginia Department of Emergency Management within 72 hours of the event, outlining the severity of the problems and the determination of need for further assistance;
 - d. As soon as the magnitude of the disaster is determined, request that the State EOC deploy the State Assessment Team;
 - e. Request a damage assessment team and/or the data from the Red Cross Liaison; and
 - f. Notify all ESF-14 supporting agencies upon EOC activation.
5. ESF #6 (Mass Care)
 - a. Establish and operate shelters as directed by the Emergency Services Director or Coordinator;
 - b. Ensure that shelters are staffed with adequate personnel; and
 - c. Ensure the Red Cross, Salvation Army, Southern Baptist Convention/Disaster Relief, or other Emergency mass feeding organization will establish feeding operations as needed and as directed by the Emergency Services Director or Coordinator.
6. ESF #7 (Resource Support)
 - a. Provide resources and assistance to support Damage Assessment Teams;
 - b. Coordinate with all City agencies to ensure that adequate resources are available to conduct recovery operations;
 - c. Coordinate with all City agencies to ensure that emergency contracts with vendors are maintained to ensure that the City recovers all eligible costs; and
 - d. Upon notification that a Presidential Disaster Declaration has been approved that includes the City, coordinate with FEMA/Logistics, the Emergency Services Director and/or Coordinator and ESF #14 (Long Term Community Recovery) Unit Leader to determine a location(s) to establish a Disaster Recovery Center (DRC).

7. ESF #8 (Health and Medical Services)

a. Virginia Department of Health/ Roanoke Health District:

1. The Health Department may assist the Damage Assessment Unit with assessments related to health hazards that may be caused by the disrupted disposal of sanitary wastes;
2. Implement Standard Operating Procedures for obtaining death and injury information and reporting it to the Situation Status Unit in the EOC;
3. Ascertain the number of deaths resulting from the emergency or disaster and determine the number of injuries and classify according to severity; and
4. Conduct an immediate assessment of the availability and capability of area hospitals and medical facilities to provide patient care and maintain status conditions.

b. Emergency Medical Services:

1. Support Damage Assessment Teams, as needed; and
2. Conduct an immediate assessment of the EMS service and local rescue squads to provide emergency medical services.

8. ESF #9 (Search and Rescue)

- a. Determine if search and rescue operations are required following the disaster;
- b. Determine if search and rescue operations can be conducted using only local assets;
- c. Coordinate all search and rescue operations through ESF-4 (firefighting), ESF-8 (Health and Medical Services) and ESF-13 (Law Enforcement) to ensure that adequate local assistance is received.

9. ESF #10 (Hazardous Materials)

- a. Determine if hazardous materials and decontamination operations are required following the disaster;
- b. Determine if hazardous materials operations can be conducted using only local assets;
- c. If regional or state assistance is needed, submit the request through the EOC; and
- d. Coordinate all hazardous materials operations through ESF-4 (firefighting), ESF-8 (Health and Medical Services) and ESF-13 (Law Enforcement) to ensure that adequate local assistance is received.

10. ESF #12 (Energy)

- a. Coordinate with Appalachian Electric Power to determine the number of customers without power and provide ESF #15 (External Affairs) with this information;
 1. Coordinate with the telephone companies (landline and cellular) to determine the number customers without telephone service;
 2. Coordinate with Roanoke Gas to determine if the natural gas pipelines in the City have been damaged during the disaster; and
 3. Coordinate with Western Virginia Water Authority on status of sanitary and potable water service.

11. ESF #13 (Law Enforcement)

- a. Assign local law enforcement personnel to provide security at;
 - 1. Relief supply distribution sites.
 - 2. Relief supply receiving points.
 - 3. Areas where homes or critical infrastructure has been significantly damaged.
 - 4. Areas where looting may occur.
 - 5. Emergency shelters.
- b. Enforce curfews imposed by City Council;
- c. Establish traffic control around areas where homes and critical infrastructure have been damaged;
- d. Establish traffic control points as necessary to establish security around disaster areas;
- e. Determine the need for assistance from state assets (VDEM, National Guard, etc.) to maintain security around disaster areas;
- f. Verify that personnel attempting to enter restricted or disaster areas are residents or response personnel who can display approved access passes prior to entry;
- g. Submit all requests for law enforcement assistance through the EOC; and
- h. Establish assembly areas for law enforcement assistance arriving from other counties across the state.

12. ESF #14 (Long Term Community Recovery)

- a. Deploy damage assessment teams to obtain and analyze damage assessment data;
- b. Assist ESF #5 (Emergency Management) in coordinating the identification of Federal and State programs to support the implementation of long-term recovery plans;
- c. Work with ESF #5 (Emergency Management) and ESF #3 (Public Works) to review local mitigation plans for the early identification of mitigation projects to reduce socio-economic consequences; and
- d. Assist in organizing Damage Assessment teams and developing plans to obtain and analyze damage assessment data.

13. ESF #15 (External Affairs)

- a. Approve all press releases from all City agencies prior to release to the media.
- b. Ensure that procedures are in place to ensure that timely and accurate information is provided to the public regarding:
 - 1. Status of emergency conditions within the affected areas;
 - 2. The availability of emergency services;
 - 3. Additional measures necessary to protect public health and safety;
 - 4. Availability of relief of relief supplies and donated goods;
 - 5. Status of power and telecommunications services being restored; and
 - 6. Availability and safety of water through the Western Virginia Water Authority.

- c. Establish the City's JIC and insure that it is staffed appropriately; and
- d. Coordinate and conduct tours for the media and VIPs in the affected areas.

14. Department of Technology

- a. GIS Support to Damage Assessment Teams; and
- b. Timely compilation and display of damage assessment reports and findings.

15. Finance Department

- a. Responsible for establishing effective administrative controls to guide the expenditure of funds during a disaster. Record-keeping is necessary to facilitate close-outs and to support post-emergency audits.
- b. Each agency should maintain detailed records of the following types of expenditures, which may be incurred while providing requested assistance:
 - 1. Wages (regular and overtime) of employees involved in the recovery efforts;
 - 2. Costs of work, materials and services procured under contract to support implementation of recovery efforts;
 - 3. Costs of materials, equipment and supplies (including transportation, maintenance and repair) from regular City stock;
 - 4. Costs incurred which are paid from trust, revolving or other funds and which reimbursement is required by law; and
 - 5. Other costs incurred to provide assistance pr other wise facilitate recovery efforts.

16. Risk Management

- a. With assistance from other departments, gathers all information needed to file necessary insurance claims;
- b. Assures damage mitigation to protect claim rights;
- c. Initiates emergency building repairs to mitigate damage or allow continuity of operations; and
- d. Files claims with commercial and National Flood Insurance Program insurers and follows up as needed.

TAB 1-Damage Assessment Annex **DAMAGE ASSESSMENT TEAM ASSIGNMENTS**

The Director of Real Estate Valuation will report to the EOC when activated by the Coordinator of Emergency Management. Damage assessment teams will be assembled and instructions provided relative to the emergency. Team leaders will be designated for compiling information for situation and damage assessment reports.

TEAM ASSIGNMENTS (based on categories in Damage Assessment Form)

I. PRIVATE PROPERTY

Category A - Residential/Personal Property

Houses, manufactured homes, apartments, duplexes, (Identify number of families and units affected) - Include estimate for structures, private bridges, fencing and vehicles/boats.

Team: Real Estate Valuation
Housing and Neighborhood Services
Commissioner of Revenue
Engineering
Facilities Management

Category B - Business and Industry

Industrial Plants and Businesses (facilities, equipment, materials, commercial vehicles)

Team: Real Estate Valuation
Housing and Neighborhood Services
Economic Development
Commissioner of Revenue

Category C - Agriculture

An agricultural parcel is at least 5 acres. In 2001, there are 26 parcels totaling 436 acres. Include estimate of all damage to houses, manufactured homes, crops (type and acres), farm buildings, livestock (number and type), fencing (in miles) and equipment (pieces and type).

Team: Roanoke City Extension Office
Real Estate Assessor
Housing and Neighborhood Services

II. PUBLIC PROPERTY

Category A - Debris Clearance (on roads and streets, on public property, on private property and structure demolition)

Team: Public Works
Parks and Recreation
Solid Waste Management
Engineering
Facilities Management

Category B - Protective Measures

1. Life and safety (all public safety report costs)

Team: Police
Fire-EMS
Sheriff's Department
E-911 Communications

2. Barricading, sandbagging, stream drainage channels, health (rodents/insect control)

Team: Public Works
Engineering
Health
Facilities Management
Water Pollution Control

Category C - Road Systems (roads and streets, bridges, culverts, sidewalks, traffic control)

Team: Public Works
Traffic Engineering
Facilities Management
Engineering

Category D - Water Control Facilities (dams and drainage)

Team: Public Works
Water Authority

Category E - Public Buildings and Equipment (buildings, inventory, vehicles, equipment)

Team: Facilities Management
Housing and Neighborhood Services
Engineering
Fleet Management
Risk Management
Valley Metro

Category F - Public Utility Systems (water plants, dams, sanitary/sewage, storm drainage)

Team: Public Works
Water Authority
Engineering

Category G - Recreational Facilities (parks, shelters, lighting, equipment)

Team: Parks and Recreation
Facilities Management
Housing and Neighborhood Services
Engineering
Risk Management



Tab 2-Damage Assessment Annex
Individual Assistance Damage Assessment Level Guidelines

Damage Definitions	General Description	Things to Look For	Water Levels
DESTROYED	DESTROYED	DESTROYED	DESTROYED
Structure is a total loss. <u>Not economically feasible to rebuild.</u>	Structure leveled above the foundation, or second floor is gone. Foundation or basement is significantly damaged.	Structure leveled or has major shifting off its foundation or only the foundation remains. Roof is gone, with noticeable distortion to walls.	More than 4 feet in first floor. More than 2 feet in mobile home .
MAJOR	MAJOR	MAJOR	MAJOR
Structure is currently uninhabitable. Extensive repairs are necessary to make habitable. <u>Will take more than 30 days to repair.</u>	Walls collapsed. Exterior frame damaged. Roof off or collapsed. Major damage to utilities: furnace, water heater, well, septic system.	Portions of the roof and decking are missing. Twisted, bowed, cracked, or collapsed walls. Structure penetrated by large foreign object, such as a tree. Damaged foundation.	2 to 4 feet in first floor without basement. 1 foot or more in first floor with basement. 6 inches to 2 feet in mobile home with plywood floors. 1 inch in mobile home with particle board floors.
MINOR	MINOR	MINOR	MINOR
Structure is damaged and uninhabitable. Minor repairs are necessary to make habitable. <u>Will take less than 30 days to repair.</u>	Interior flooring / exterior walls with minor damage. Tree(s) fallen on structure. Smoke damage. Shingles / roof tiles moved or missing.	Many missing shingles, broken windows and doors. Loose or missing siding. Minor shifting or settling of foundation. Minor damage to septic system.	2 inches to 2 feet in first floor without basement. 1 foot or more in basement. <u>Crawlspace</u> – reached insulation. <u>Sewage</u> - in basement. Mobile home , "Belly Board" to 6 inches.
AFFECTED HABITABLE	AFFECTED HABITABLE	AFFECTED HABITABLE	AFFECTED HABITABLE
Structure has received minimal damage and is <u>habitable without repairs.</u>	Chimney or porch damaged. Carpet on first floor soaked. Broken windows.	Few missing shingles, some broken windows. Damage to air conditioning units / etc. Some minor basement flooding.	Less than 2 inches in first floor. Minor basement flooding. Mobile home , no water in "Belly Board".

IDA Tips: Estimating Water Depths

Brick - 2 1/2 inches per course
 Stair risers - 7 inches

Lap or aluminum siding - 4 inches or 8 inches per course

Concrete or cinder block - 8 inches per course
 Standard doors - 6 feet 8 inches

Door knobs - 36 inches above floor

*Additional information: www.VAEmergency.com
 Revised 03/13/07 VDEM*

Adapted from FEMA 9327.1-PR April 2005



Tab 3-Damage Assessment Annex
Public Assistance Damage Assessment Guidelines

Category	Purpose	Eligible Activities
A: Debris Removal	Clearance of trees and woody debris; building wreckage; sand, mud, silt, and gravel; vehicles; and other disaster-related material deposited on public and, in very limited cases, private property	<ul style="list-style-type: none"> • Debris removal from a street or highway to allow the safe passage of emergency vehicles • Debris removal from public property to eliminate health and safety hazards
B: Emergency Protective Measures	Measures taken before, during, and after a disaster to save lives, protect public health and safety, and protect improved public and private property	<ul style="list-style-type: none"> • Emergency Operations Center activation • Warning devices (barricades, signs, and announcements) • Search and rescue • Security forces (police and guards) • Construction of temporary levees • Provision of shelters or emergency care • Sandbagging • Bracing/shoring damaged structures • Provision of food, water, ice and other essential needs • Emergency repairs • Emergency demolition • Removal of health and safety hazards
C: Roads and Bridges	Repair of roads, bridges, and associated features, such as shoulders, ditches, culverts, lighting and signs	<ul style="list-style-type: none"> • Eligible work includes: repair to surfaces, bases, shoulders, ditches, culverts, low water crossings, and other features, such as guardrails.
D: Water Control Facilities	Repair of irrigation systems, drainage channels, and pumping facilities. Repair of levees, dams, and flood control channels fall under Category D, <i>but the eligibility of these facilities is restricted.</i>	<ul style="list-style-type: none"> • Channel alignment • Recreation • Navigation • Land reclamation • Fish and wildlife habitat • Interior drainage • Irrigation • Erosion prevention • Flood control
E: Buildings and Equipment	Repair or replacement of buildings, including their contents and systems; heavy equipment; and vehicles	<ul style="list-style-type: none"> • Buildings, including contents such as furnishings and interior systems such as electrical work • Replacement of pre-disaster quantities of consumable supplies and inventory. Replacement of library books and publications. • Removal of mud, silt, or other accumulated debris is eligible, along with any cleaning and painting necessary to restore the building. • All types of equipment, including vehicles, may be eligible for repair or replacement when damaged as a result of the declared event.
F: Utilities	Repair of water treatment and delivery systems; power generation facilities and distribution lines; and sewage collection and treatment facilities	<ul style="list-style-type: none"> • Restoration of damaged utilities. • Temporary as well as permanent repair costs can be reimbursed
G: Parks, Recreational Facilities, and Other Items	Repair and restoration of parks, playgrounds, pools, cemeteries, and beaches. This category also is used for any work or facility that cannot be characterized adequately by Categories A-F	<ul style="list-style-type: none"> • Roads, buildings, and utilities within those areas and other features, such as playground equipment, ball fields, swimming pools, tennis courts, boat docks and ramps, piers, and golf courses. • Grass and sod are eligible only when necessary to stabilize slopes and minimize sediment runoff. • Repairs to maintained public beaches may be eligible in limited circumstances

Adapted from the Public Assistance Guide, FEMA 322
 Additional policy information is available at <http://www.fema.gov/government/grant/pa/policy.shtm>

Tab 4-Damage Assessment Annex
PUBLIC ASSISTANCE DAMAGE ASSESSMENT FIELD FORM

JURISDICTION: _____

DATE: _____ PAGE ____ of ____

Key for Damage Categories (Use appropriate letters in the 'category' blocks below)		
A. Debris Clearance	D. Water Control Facilities	G. Parks, Recreation Facilities & Other
B. Emergency Protective Measures	E. Public Buildings & Equipment	
C. Roads & Bridges	F. Public Utility System	

SITE #	CATEGORY	STREET or AREA LOCATION				
		GPS (when available use decimal degrees)				
DAMAGE DESCRIPTION:						
EMERGENCY FOLLOW-UP NEEDED?	Y	N	TOTAL ESTIMATED DAMAGES: \$			
FLOOD INSURANCE	Y	N	PROPERTY INSURANCE	Y	N	NO DATA AVAILABLE (check box)

SITE #	CATEGORY	STREET or AREA LOCATION				
		GPS (when available use decimal degrees)				
DAMAGE DESCRIPTION:						
EMERGENCY FOLLOW-UP NEEDED?	Y	N	TOTAL ESTIMATED DAMAGES: \$			
FLOOD INSURANCE	Y	N	PROPERTY INSURANCE	Y	N	NO DATA AVAILABLE (check box)

SITE #	CATEGORY	STREET or AREA LOCATION				
		GPS (when available use decimal degrees)				
DAMAGE DESCRIPTION:						
EMERGENCY FOLLOW-UP NEEDED?	Y	N	TOTAL ESTIMATED DAMAGES: \$			
FLOOD INSURANCE	Y	N	PROPERTY INSURANCE	Y	N	NO DATA AVAILABLE (check box)

Tab 4-Damage Assessment Annex Local Government
CUMULATIVE INITIAL DAMAGE ASSESSMENT REPORT
VDEM VEOC Phone Number (804) 674-2400 Fax Number (804) 674-2419
www.vaemergency.com

Jurisdiction:	
Date/Time IDA Report Prepared:	
Prepared By:	
Call back number:	
Fax Number:	
Email Address:	

Part I: Private Property CUMULATIVE DAMAGES									
Type Property	# Destroyed	# Major Damage	# Minor Damage	# Affected	Dollar Loss	% Flood Insured	% Property Insured	% Owned	% Secondary
Single Dwelling Houses									
Multi-Family Residences									
Manufactured Residences (Mobile)									
Business/Industry									
Non-Profit Organization Buildings									
Agricultural Facilities									

Part II: Public Property (Includes eligible non-profit Facilities) CUMULATIVE DAMAGES		
Type of Property	Estimated Dollar Loss	% Insured
Category A (Debris Removal)		
Category B (Emergency Protective Measures)		
Category C (Roads and Bridges)		
Category D (Water Control Facilities)		
Category E (Public Buildings and Equipment)		
Category F (Public Utilities)		
Category G (Parks and Recreation Facilities)		
TOTAL	\$0.00	

Additional Comments:	
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