

ALBUQUERQUE EMERGENCY OPERATIONS PLAN

ANNEX 8

DAMAGE ASSESSMENT AND REPORTING

PRIMARY RESPONSIBILITY

Albuquerque City and Bernalillo County Government

SECONDARY RESPONSIBILITY

Department of Public Safety, Municipal Development Dept., Building and Safety Division

I. PURPOSE

The damage assessment process allows the local, state and federal governments to develop a picture of the overall impact of an emergency incident or disaster and to establish priorities for recovery and future mitigation efforts.

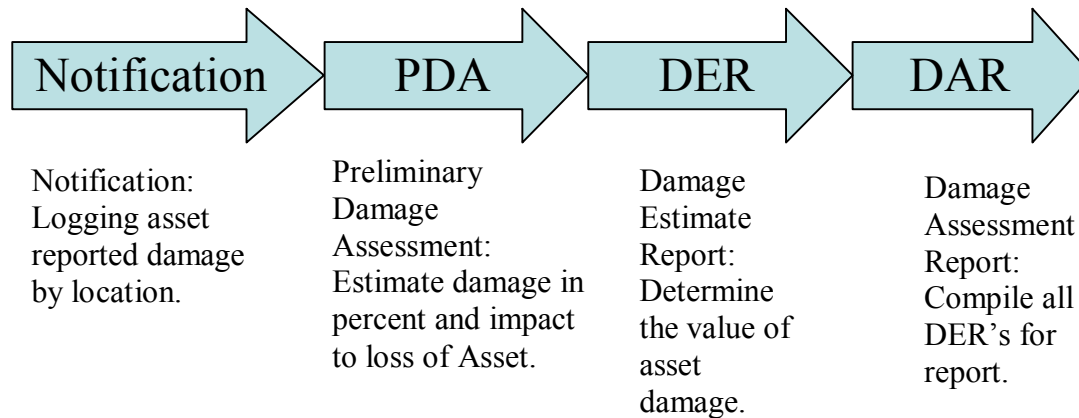
The scope of this annex is to provide a basis for coordinated damage assessment in the event of a disaster occurring within Albuquerque. Initial damage information is the key to formulating and initiating an effective response. Initial information will come from the area impacted followed by verification by a regional planner for that area.

II. SITUATION AND ASSUMPTIONS

This annex may be implemented any time a disaster or emergency event, with which causes property damage occurs, has occurred. Documented damage assessment information provides a basis and substantiation for requesting assistance. The following assumptions are applicable to this annex:

1. Damage assessment could be required in any area of the state and could include several jurisdictions.
2. Early damage assessment information will come from the local area affected by the disaster.
3. Joint local, state and federal teams will be activated in the preliminary (third) assessment stage. This stage usually takes place in preparation for a presidential declaration or immediately following one.
4. Teams may be deployed for several days at a time in varying levels of working conditions. (Long hours, less than ideal living conditions).
5. Debris management will be coordinated by the Damage Assessment teams through the Solid Waste Department. Numerous solid waste sites are available within the city. Evaluation and disposal of waste and debris will follow protocols on hazard, type, animal remains and use of contractors. Treatment of debris having potential evidentiary value will be coordinated with law enforcement.

III. CONCEPT OF OPERATIONS:



- A. Gather and evaluate information to determine the location, extent of damage and the impact on the community resulting from a disaster. Receipt of damage notification will come from 911, Fire and Rescue, Public Agencies and private owners. All damage notifications will be documented and duplicates eliminated for assignment of Preliminary Damage Assessment (PDA).
- B. Preliminary Damage Assessment (PDA) will be conducted to determine if the asset is stable or if it requires isolation from occupancy. The Building and Safety Division and/or the Fire Department will do this assessment. The use of the "Rapid Needs Assessment Team" Field operations Guide is encouraged for the PDA.
- C. A Damage Estimate Report (DER) will be produced for each asset. The estimate will be based on the cost of returning the asset to pre-event status. The Tax Assessor's Office or asset's independent insurance provider will do the DER.
- D. Each DER will be compiled to produce a Damage Assessment Report (DAR) by category as defined in the New Mexico Disaster Assistance Program and will comply with documentation and time frames specified by the Disaster Assistance Program.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY:

- A. The ICS Commander and Emergency Operations Center Director will oversee the collection and assessment of data from the EOC. Each functional unit will provide damage assessment estimates. Make lists of records considered essential for continuing government functions, preserving and securing them in the event of an emergency. These will include all records required to protect the rights and interests of individuals (vital statistics, land and tax records, license registers, and papers of incorporation, etc.)
- B. The Facilities Support Unit Leader will operate from the EOC, and will coordinate all damage assessment activities. Summary reports will be forwarded to the Department of

Public Safety, Office of Emergency Management P.O. Box 1628, Santa Fe, NM 87504-1628. The telephone number is 505-476-9600.

- C. Personnel from the Tax Assessor's Office will report DER information to the EOC.
- D. Information regarding private utility damages will be forwarded to the EOC for assessment.
- E. All significant damage information will be forwarded and posted in the EOC by the Finance Officer for eventual summary of damage impact.
- F. Repairs on public facilities will begin as soon as possible, with priority given to those facilities, which are crucial to emergency response operations (i.e., roads, debris clearance, etc.).
- G. Local government resources will be relied upon for most of the emergency response with possible support from state and/or federal government and volunteer organizations. See Attachment 8.
- H. Damage assessment survey teams will consist primarily of local government. Personnel from various fields (engineering, building trade, etc.) will be used to supplement existing team members.
- I. Request for state and federal assistance will be reported providing the specifics as to what, how much, when, where, did damage occur.

V. ADMINISTRATION AND LOGISTICS

Damage Notification – Damage notification will be identified by many sources and logging of this data will be done by the intake agency and cataloged. The damage notification logs will be compiled by the intake agency in a form that identifies the asset so redundancy can be identified.

Survey Team Reports – Each damage survey team will collect field data using forms found in accessing damage assessment in both the Preliminary Damage Assessment (PDA) and the Damage Estimate Report (DER). These reports will be forwarded to the EOC for further analysis and summary of findings.

Damage Estimate Reports – The Finance Officer, in conjunction with the Tax Assessor, representatives of utility companies and personnel with engineering background, will compile damage assessment reports into a summary document of findings.

The Office of Emergency Management will assist in administrative matters.

Private Appraisers, insurance adjusters and others may obtain damage assessment reports from the Albuquerque Emergency Operations Center Director only with the consent of ICS

Commander. (Such information will be limited to that necessary in expediting the adjustments of claims.)

VI. PLAN DEVELOPMENT AND MAINTENANCE

The Municipal Development Department of the City Of Albuquerque will coordinate the revision of the Damage Assessment Annex and keep its appendices current. A meeting of Damage Assessment emergency representatives will be held twice a year to review the appendices and update. Those primary representatives for this annex are: Municipal Development Department, Building and Safety Division, Fire Department.

VII. AUTHORITIES AND REFERENCES

New Mexico Disaster Assistance Program Local Government Handbook
**Rapid Needs Assessment in Federal Operations, Operations Manual, FEMA 9324.1-PR,
April 2001**

**Annex 8 Damage Assessment and Reporting
Attachment #1
Damage Notification**

Reported information:

Event: _____

Date: _____

Time: _____

Reported by: _____

Contact Phone Number(s): _____

Address: _____

Type of Facility: _____

Damage Reported: _____

Preliminary Damage Assessment Assignment:

Assigned to: _____

Contact Phone Number(s): _____

Date: _____

Time: _____

Expected Completion date and time: _____

Preliminary Damage Assessment Finding:

Type of Facility: _____

Damage Reported: _____

Is Facility still Usable: _____ Estimated Value Loss \$ _____

Annex 8 Damage Assessment and Reporting

Attachment # 2

Preliminary Damage Assessment

Assets	ESF taking report	Primary
Buildings 2 stories or less	PWD	Building and Safety Division
Buildings more than 2 stories	PWD	Building and Safety Division
Roadways	PWD	NMDOT, PWD Streets, County
Traffic Control	PWD	NMDOT, PWD Streets, County
Bridges	PWD	NMDOT, PWD Streets, County
Culverts	PWD	NMDOT, PWD Streets, County
Water system	PWD	Water Utility, Private Systems
Wastewater System	PWD	Waste Water Utility
Domestic Utility Systems		Individual owners
Storm Drainage System	PWD	Storm Drainage, AMFCA, County
Electrical System	PWD	PNM, Plains Elect.
Natural Gas System	PWD	PNM
Gasoline/Fuels	PWD	Suppliers
Medical facilities	Medical	Individual facilities
Public Information Systems	IS	CoA/County
Private Information Systems	IS	Individual facilities
Communications Public 800 MHz	Communications	CoA Radio, County, County, National Guard
Communications Radio/TV	Communications	Individual Stations
Public Fleet	Transportation	City, County, State
Public Transportation Systems	Transportation	Individual contractors
Private Transportation Systems	Transportation	Individual contractors
Airport	PWD	Building and Safety Division
Train	Transportation	Burlington Northern
Park Facilities	PWD	City, County, State
Public lands	PWD	City, County, State, NFS, BLM, Reservations
Private lands	PWD	City/County Fire
Irrigation Works	PWD	MRGCD
Dams	PWD	Corp of Engineers, BOR
Levees	PWD	MRGCD, Corp of Engineers, BOR
Schools	PWD	Building and Safety Division

PRELIMINARY DAMAGE ASSESSMENT SUMMARY		
Name of Organization		Situation
Department		Assessor
NOTE: Figures below are very rough estimates. Final figures will probably be different.		
Damage Type	Sub-Category	Description
Casualties	Deceased	
	Injured	
Buildings	Residences	
	Mobile Homes	
	Government Buildings	
	Public School Buildings	
	Private School Buildings	
	Medical Facilities	
	Nursing Homes	
	Correction Facilities	
	Other	
	Utilities	Gas
Electric		
Water		
Waste Water		
Garbage		
Telecommunications		
Municipal Development	Pavement Damage	
	Road Surface Lost	
	Road Washouts	
	Culvert Damage	
	Bridge Damage	
	Traffic Control Signs	
	Drainage Structures	
Private \Sector	Residential Damage <50%	
	Residential Damage >50%	
	Business Damage <50%	
	Business Damage >50%	

	Agriculture: Crops	
	Agriculture: Livestock	
Other	Public Lands	
	Private Lands	
	Irrigation	
	Other:	

Annex 8 Damage Assessment and Reporting

Attachment # 3

Damage Assessment Reporting

DAMAGE SUMMARY BY CATEGORY

Name of Organization	Situation			
Department				
NOTE: FIGURES ARE VERY ROUGH. FINAL FIGURES WILL PROBABLY BE DIFFERENT.				
List all damages by SITE NUMBER and DAMAGE CATEGORY. Category A: Debris Removal Category B: Emergency Protective Measures Category C: Road Systems and Other Category D: Water Control Facilities Category E: Public Facilities Category F: Utilities Category G: Parks, Recreation,				
Site Number	Category	Site Location	Description of Damage	Estimated Dollar Loss
Signature _____ Name Date _____ Official Position				

Annex 8 Damage Assessment and Reporting Attachment #4

Special Tasks

I. Hazardous Materials

- A. Ensure compliance with State and Federal regulations regarding disposal of the wastes.

II. Wildfire (Priorities During Response Operations)

- B. Make an initial damage assessment with the EOC Director.

III. Wildfire (Priorities During Recovery)

- A. Inspection and condemnation.
 - 1. Fire and debris may have weakened structures left standing.
 - 2. Inspect building and other structures to determine whether they are safe to inhabit.
- B. Identify building and structures that may threaten public safety, designating those buildings and structures that may be reoccupied.
- C. Identify/mark those buildings and structures that are to be condemned.

IV. Floods and Dam Failure (Priorities During Response Operations)

- A. Make an initial damage assessment with the EOC Director.
- B. Identify potential locations for the placement of temporary levees and include this information on the appropriate maps.
- C. Work with the Transportation & Resources Coordinator to obtain a labor force to perform flood-fighting tasks associated with building a levee (e.g. obtain, fill, and place sandbags to prevent flooding).
- D. Obtain assistance from the U.S. Army Corps of Engineers to build temporary emergency levees.
- E. Relocate needed emergency resources and equipment from potential flood areas.

V. Flood and Dam Failure (Priorities During Recovery Operations)

- A. Inspection and Condemnation.

1. Water pressure and debris may have weakened structures left standing. Building interiors will be filled with mud and filth, and some building materials will be waterlogged.
 2. Inspect buildings and other structures to determine whether they are safe to inhabit after a flood has occurred.
- B. Identify buildings and structures that may threaten public safety, designating those buildings and structures that may be reoccupied.
- C. Identify/mark those buildings and structures that are to be condemned.

VI. High Wind (Priorities During Response Operations)

- A. Make an initial damage assessment with the EOC Director.

VII. High Wind (Priorities During Recovery Operations)

- A. Inspect, condemn, and demolish buildings and other structures to determine whether it is safe to inhabit or use them after a tornado or high winds. Activities may include the following in order of priority:
1. Inspect buildings and structures that are critical to emergency operations.
 2. Inspect buildings and structures that may threaten public safety.
 3. Inspect less critically damaged structures and designate those that may be occupied and identify/mark those that are to be condemned.
 4. Arrange for the demolition of condemned structures.
- B. Work with the EOC Director to conduct immediate ground and air surveys to determine the extent of damage, casualties, and the status of key facilities for the Damage Assessment Report.

VIII. Earthquake (Priorities during Response Operations)

- A. Work with the EOC Director to conduct immediate ground and air surveys to determine the extent of damage, casualties, and the status of key facilities. Use the following order of priority to survey and evaluate the safety of:
1. Hospitals.
 2. Emergency response agency control centers (police, fire, etc.).
 3. Reception and care centers.
 4. Public shelters.
 5. Emergency Operations Center.
 6. Alternate Emergency Operations Center.

IX. Earthquake (Priorities During Recovery Operations)

- A. Inspect, condemn, and demolish buildings and other structures to determine whether it is safe to inhabit or use them after an earthquake. Additional engineering & building inspection support is available from the State. Activities may include the following (in order of priority):
 - 1. Inspect buildings and structures that are critical to emergency operations.
 - 2. Inspect buildings and structures that may threaten public safety.
 - 3. Inspect less critically damaged structures and designate those that may be reoccupied and identify/mark those that are to be condemned.
 - 4. Arrange for the demolition of condemned structures.
 - 5. Inspect dams and levees.

X. Terrorism Events Priorities

- A. Work with Weapons of Mass Destruction Coordinators to determine extent of attack.
- B. Evacuate area as/or if required.
- C. Initiate appropriate response to contain event.

Annex 8 Damage Assessment and Reporting
Attachment # 5
New Mexico Structural Engineers Association (NMSEA)

January 23, 2004

Mr. Jim Hunter
Emergency Operations Manager
City of Albuquerque
11510 Sunset Gardens SW
Albuquerque, NM 87121

Re: Structural Engineers Association (SEA) – Structural Engineers Emergency Response (SEER) Committee

Mr. Hunter:

The New Mexico Chapter of SEA has formed a SEER Committee. The SEER Committee is established for the purpose of organizing volunteer structural engineers, architects, building contractors, and other qualified individuals to assist the OEM with Building Structure Assessment, in the event of a natural or manmade disaster. SEER Building Structure Assessments are performed using a systematic approach to rapid structural safety assessment, as developed in the ATC-20 handbook. ATC-20 is a uniform methodology to ensure consistency in structural safety evaluations, developed by the Applied Technology Council. ATC-20 is used nationwide by emergency response organizations to assess the safety of buildings after a disaster.

The SEANM - SEER Committee is currently organizing volunteers to perform these structural evaluations. We are in the process of arranging for ATC-20 training of the volunteers through the NM State OEM. We are also seeking CERT training for each volunteer in Bernalillo and Sandoval counties. We are in the process of contacting the City of Rio Rancho, Sandoval County, NM State OEM, and FEMA Region VI, to arrange for SEER volunteer training and participation in all appropriate levels of local, state, and federal disaster response.

At your convenience, we would like to meet with you to discuss how the SEANM - SEER Team may be incorporated into the resources for the Emergency Response Functions at the Emergency Operations Center, local CERT program, and other interfaces with the emergency response efforts in Albuquerque.

Thank you in advance for your cooperation with us in this important emergency response function.

Sincerely,

Loren A. Dale, Government Liaison
SEANM – SEER Committee
PO Box 3514
Albuquerque, NM 87190-3514
<mailto:lorend@dpsabq.com>

