

ANNEX T TO FAIRFIELD COUNTY EMERGENCY OPERATIONS PLAN

DAMAGE ASSESSMENT

I. AUTHORITIES AND REFERENCES

A. Purpose

To provide for the coordination and utilization of all Damage Assessment personnel in Fairfield County during any disaster situation; and further, to provide the basis for the Governor of South Carolina to proclaim an emergency or disaster and/or to request Federal assistance.

B. Authority

1. Fairfield County Ordinance Number 487, signed May 9, 2005.
2. South Carolina Act Number 199, July 30, 1979.
3. Fairfield County Mitigation Plan

C. Definitions

DAMAGE ASSESSMENT SERVICE--Composed of all damage assessment sources and resources, both public and private and not otherwise under Federal or State control, located in Fairfield County.

DAMAGE ASSESSMENT--An evaluation in dollars of the estimated cost for damages or loss to property and equipment.

II. SITUATION AND ASSUMPTIONS

A. Situation

Disaster (*natural, technological or terrorist act*) may occur in Fairfield County at any time and cause varying degrees of damage and destruction. A Damage Assessment Program is essential in a disaster situation to evaluate the estimated cost of damages and/or loss to property and equipment. Damage Assessment provides the basis for the Governor of South Carolina to proclaim an emergency or disaster situation and/or to request Federal Assistance.

B. Assumptions

1. Adopting and enforcing land use regulations can reduce much of the structural damage which would otherwise result from a disaster.
2. We must be prepared to deal with a major emergency or disaster until outside help arrives.
3. Timely and accurate damage assessment to private and public property forms the basis for requesting state and federal assistance for citizens (Individual Assistance or IA) and for repairs to infrastructure (Public Assistance or PA) and should be a vital concern to local officials following a disaster.

4. State and federal assistance may be requested to assist citizens or government entities. State assistance is typically in the form of operational support such as equipment, manpower, or technical assistance. Federal assistance, if approved, will generally be in the form of financial reimbursement and will require considerable paperwork and take some time to deliver.
5. Volunteer organizations will be available to assist citizens in meeting some basic needs, but they cannot provide all needed assistance.
6. Damage assessment and recovery operations may commence while some emergency response activities are still underway.

III. MISSION

To provide a detailed appraisal of any damage sustained in Fairfield County as a result of a disaster.

IV. CONCEPT OF OPERATIONS

A. General

1. Damage Assessment activities will be coordinated and directed from the Fairfield County Emergency Operations Center (*EOC*).
2. The Damage Assessment Service will be activated at the request of the Emergency Management Director and will assemble at the County Tax Assessor's Office.
3. The Fairfield County Emergency Management Director will designate the areas to be surveyed and establish priorities for the collection of damage data. The Director will maintain a ready file to be issued to the Chief, Damage Assessment Service, prior to their initial reconnaissance. The file will consist of maps, SOP, Damage Report Forms and Identification cards.
4. The Damage Assessment Service will determine the type of destruction and the areas involved. Any additional assistance needed to collect the required data will be requested through the Fairfield County Emergency Operations Center (*EOC*). Photographs and sketches will be used whenever practical to validate the written report.
5. The Damage Assessment Service will coordinate their collection effort with representatives from the county utility companies.
6. All Damage Assessment Service personnel will be trained on the principles of the National Incident Management System (NIMS) and integrate those principles into all Damage Assessment Service planning and response operations.

B. Actions by Phases of Emergency Management

Damage Assessment functions during the four operational phases includes, but is not limited to:

1. Preparedness

- a. Develop procedures necessary to implement this Plan.
- b. Organize damage assessment teams.
- c. Identify potential problem areas.
- d. Ensure Damage Assessment Service integrate NIMS principles in all planning. As a minimum, primary responders for Damage Assessment will complete FEMA's NIMS Awareness Course, or an equivalent course.

2. Response

- a. Assign appropriate damage assessment teams to damaged areas.
- b. Consolidate damage assessment reports and information. (*Attachments A-D*)
- c. Keep county executives briefed on damage assessment progress.

3. Recovery

Continue damage assessment operations.

4. Mitigation

- a. Develop and enforce adequate building codes.
- b. Develop and enforce adequate land use regulations.
- c. Develop hazard analysis.
- d. Develop potential mitigation measure to address the hazards identified in the analysis.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

1. The Damage Assessment Service is composed of the following:
 - a. **Local**
 - (1) County Tax Assessor
 - (2) County Auditor
 - (3) County Building Inspector

- (4) Private Industry
 - (a) Real Estate Professionals
 - (b) Utility Companies
 - (c) Manufacturers

b. **State**

- (1) South Carolina Department of Transportation
- (2) Cooperative Extension Service, Clemson University
- (3) South Carolina Tax Commission, Property Division

c. **Federal**

- (1) United States Department of Agriculture
- (2) Federal Emergency Management Agency

d. **Volunteer**

- (1) American Red Cross
- (2) Others

B. Responsibilities

- 1. The Fairfield County Tax Assessor is designated Chief of the Damage Assessment Service.

The Chief of the Damage Assessment Service will:

- a. Coordinating and managing all damage assessment activities resulting from any disaster situation.
- b. Designate the organization and determine the number of damage assessment teams, based upon the area of damage.
- c. Consolidate the damage assessment reports of individual damage assessment teams into the Fairfield County Damage Assessment Report.

VI. ADMINISTRATION AND LOGISTICS

A. Administration

- 1. Initial Damage Assessment reports will be made to the South Carolina Emergency Management Division within twenty-four (24) hours after the disaster occurs, in accordance with the SC Emergency Recovery Plan.
- 2. An estimate of expenditure and obligated expenditures will be submitted twenty-four (24) to forty-eight (48) hours after the disaster, when a Presidential Declaration is requested.
- 3. Additional reports will be required ten (10) days to eighteen (18) months after the disaster, depending upon the type and magnitude of the disaster.

4. Municipal damages will be collected following same procedures as county. This information will be collected and maintained separate for reporting purposes.

B. Logistics

1. Supplies, equipment and transportation organic to each organization will be utilized by that organization in the accomplishment of its assigned responsibility or mission.
2. Additional supplies, equipment and transportation essential to the continued operation of each organization will be requested through the County Emergency Operations Center (*EOC*).

VII. DIRECTION AND CONTROL

A. Damage Assessment activities will be coordinated from the County EOC under the control of the Chief of the Damage Assessment Service.

B. The County EOC will be located at one of the following sites and will be announced at the time of activation:

1. **Primary**--- located at 100 Tidewater Dr, Winnsboro, SC.
2. **Alternate**--Fairfield County Governmental Complex located at 350 Columbia Rd, Winnsboro, SC.

C. Damage assessment operations will be directed over the telephones.

D. Line of Succession

1. Fairfield County Tax Assessor
2. Deputy Fairfield County Tax Assessor
3. Fairfield County Building Inspector

VIII. PLAN DEVELOPMENT AND MAINTENANCE

A. Development

The Fairfield County Tax Assessor will be responsible for the development and maintenance of this annex and related SOP.

B. Maintenance

1. This annex will be reviewed annually.
2. This annex will be updated, as necessary based upon deficiencies identified by drills and exercises, changes in local government structure, or technological changes, etc.

Chief, Fairfield County Damage Assessment
Service (Tax Assessor)

Date

Director, Fairfield County Emergency
Management Department

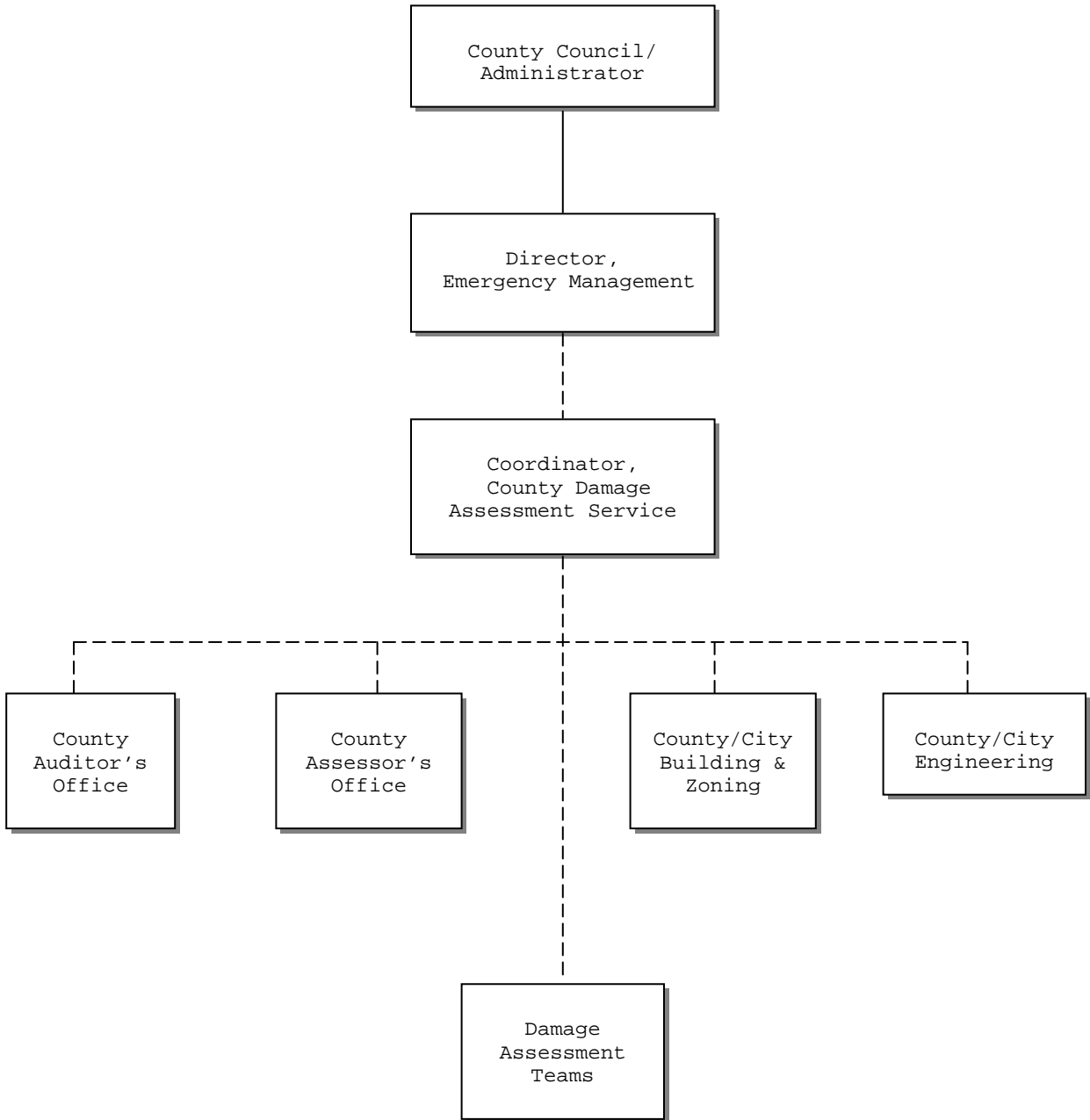
Date

APPENDICES:

- 1. Organization Chart**
- 2. Alert List**

APPENDIX 1 TO ANNEX T--ORGANIZATION CHART

FAIRFIELD COUNTY



_____ **Direction**

----- **Coordination**

APPENDIX 2 TO ANNEX T--ALERT LIST

FAIRFIELD COUNTY

TITLE

County Tax Assessor

Deputy Tax Assessor

County Building Inspector

*****ALL TELEPHONE NUMBERS ARE KEPT CURRENT IN OUR COUNTY ALERT LIST
SOP, DISTRIBUTED TO APPROPRIATE AGENCIES.***

ATTACHMENT A TO ANNEX T – DAMAGE ASSESSMENT-QUICK WINDSHIELD SURVEY

ATTACHMENT B TO ANNEX T – INITIAL DAMAGE ASSESSMENT-HOUSING AND BUSINESS LOSSES

ATTACHMENT C TO ANNEX T – INITIAL DAMAGE ASSESSMENT-PUBLIC ASSISTANCE

ATTACHMENT D TO ANNEX T – DAMAGE ASSESSMENT-SUMMARY