

DAMAGE ASSESSMENT

The Town of Baileys Harbor Town Chairman, serving as Emergency Management Coordinator is responsible for damage assessment activities in Town of Baileys Harbor. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

1. Report to the Town EOC or Command Post.
2. Record initial information from first responders such as law enforcement, public works or fire services.
3. Activate the damage assessment team which consists of the Town of Baileys Harbor EOC Operations Committee:
 - a. Within first 2-3 hours: Complete preliminary UDSR:
 1. Number of fatalities.
 2. Number of critical/minor injuries.
 3. Number of home/businesses damaged/destroyed.
 4. Number of power/telephone lines, poles damaged.
 5. Number of public facilities such as highways, roads, bridges, etc. damaged.
 6. Number of people who are homeless or in shelters.
 - b. Within 8 hours:
 1. Recount items 1-6 above.
 2. Complete another UDSR, estimating public and private damage.
 3. Video tape and/or take photos of major damage.
 - c. Within 24 hours:
 1. Update items 1-6 above.
 2. Complete updated UDSR.
4. Provide damage assessment information to the appropriate town officials and county emergency management director to assist in the preparation of the UDSR.

5. If the situation warrants, assist the Town of Baileys Harbor Town Chairman with the preparation of a local state of emergency declaration and forward to the County Emergency Management Director.
6. Plot damage assessment information on status boards in the municipal EOC and locate damaged sites on a map..
7. Record all expenditures for municipal personnel, equipment, supplies, services, etc., and track resources being used.
8. Prepare reports for the municipal Public Information Officer.