

Annex Q- Damage Assessment- Administration

Purpose

To assist in identifying, assessing, securing and potentially removing dangerous and hazardous buildings to protect public safety following a disaster at any of the University buildings.

Responsibilities

- a. Assess extent of structural damage to each building.
- b. Determine whether the building can be occupied or partially occupied.
- c. Post the building accordingly and notify the local University Police department.
- d. Maintain a record of the assessment event along with any photos.
- e. Communicate with incident commanders(s).
- f. Participate in committee decision regarding emergency demolition

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Annex Q- Damage Assessment- Operations

Notifications

If damage is limited to a few buildings

Position

Contact Information

Building Official
Building Inspector
Fire inspector
Plans examiner

Names and all contact phone numbers can be found in the Emergency Manual located in the Fire Resistive file in the University Building Code office.

If there is damage to a number of buildings and/ or multiple areas of the University.

Position

Contact Information

Building Official
Building Inspector
Fire Inspector
Plans examiner

Names and all contact phone numbers can be found in the Emergency Manual located in the Fire Resistive file in the University Building Code office.

Annex Q- Damage Assessment- Resources

Resources

- 1 Nine (9) personal vehicles
- 2 Cell phones
- 3 Safety equipment (hard hats, reflective vests, safety shoes/glasses)
- 4 Flashlights
- 5 Assessment report forms and warning placards:
 - Keep out – Uninhabitable
 - Habitable – Repairs Necessary
 - Limited entry – owner may enter at Own risk to remove property
 - Safe for occupancy
 - Damage reports
- 6 Cameras – 35 mm, Polaroid and digital

Other Resources

Procedure for Emergency Demolition

1. Determine if the building is hazardous to the public.
2. Verify if the building is “Historical.” If so, do not proceed without their approval. Take appropriate action to secure area.
3. Report to the Building Official regarding findings and actions to be taken
4. In fire cases, call fire inspector and involve fire investigation for permission to proceed with demolition.
5. In gas line explosion cases, contact local gas Supply Company for permission to proceed with demolition.
6. Contact local campus to arrange for demolition contractor to secure emergency permit and demolish the building.
7. Send report of action taken to Director of University Health and Safety, Emergency Management and Vice President for University Services.