

Preliminary Damage Assessment (PDA) – Field Team Checklist Part 1 of 2 – Potential Applicant Interview

PDA Questions	Supporting Questions	Possible Documentation
PART 1 – Potential Applicant (County, Parish, or other major jurisdiction) Interview		
<ul style="list-style-type: none"> • The PDA Team will conduct an interview with the Potential Applicant Representative to gather information regarding the overall impacts to the jurisdiction and to determine the priorities for conducting the site-specific assessments. • The PDA Team members must be considerate of the circumstances under which the local representatives are working, as they may be involved with personal losses as well as increased responsibilities in responding to the recovery efforts. • Therefore, PDA Team members should be well prepared for the meeting and conduct the meeting as expeditiously as possible. <ul style="list-style-type: none"> ⇒ Prior to this meeting, collect and review location maps, FIRM maps, the summary of known damages and impacts, previous disaster history, and other pertinent information as may be available. ⇒ Utilize this checklist to extract the most important and complete information in an efficient and effective manner. • Note that this checklist is not intended to provide specific eligibility guidance. Refer to the <i>PA Guide and Policy Digest</i> for eligibility guidance. • Refer to Part 2 – Site Assessments and Projections: Category-Based Review for individual site questions. • Refer to the <i>PDA Operations Manual Annexes</i> for additional guidance pertaining to PDAs conducted in the Pacific Islands, Indian Reservations, and Alaska Native Villages. 		
1. What is the population of the locality?	<ul style="list-style-type: none"> • What is the size of the locality? • Do you have a map? • Do you have the latest census data? • Where are the population centers? How big are they? 	<ul style="list-style-type: none"> • Population Data • Population Map
2. Where are the worst hit areas of your community?	<ul style="list-style-type: none"> • Where are the most severely impacted areas? • Do you have a list of damages? • Where are the most costly damages? • What critical facilities were damaged? • Are these damages representative of damages throughout the locality? How many such sites are there? <i>(For use in projecting costs rather than conducting site assessments)</i> • Do you have a preference on which damages/facilities should be addressed first? • How will repairs be made? How do you intend to bring the damaged areas back to pre-disaster conditions (i.e., repair, replacement, relocation)? • Do you have any historical data that would allow you to estimate the costs of these repairs? 	<ul style="list-style-type: none"> • List of damages, identifying critical facilities and prioritizing them for site assessments • Location of impacted areas and damage sites (preferably identified on a map) • Historic cost data • <i>Critical Facilities/Essential Services include: Hospitals and urgent care facilities; electric utilities, facilities, and systems; water and wastewater treatment facilities; communications facilities; fire and police stations; schools, etc.</i>
3. What are the impacts of these damages on the local community?	<ul style="list-style-type: none"> • Which damages identified above have the most severe impact on the community? Why? • What health and safety impacts have been identified? • Are there any continuing threats that limit the assessment of conditions? • Have essential services been disrupted? For how long? How much of the community is affected? 	<ul style="list-style-type: none"> • Summary of impacts • Verification of health and safety situation (CDC information, requirements for vector control, etc.) • Summary of committed resources

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	<ul style="list-style-type: none"> • Are any population segments isolated? • What are the community's current response actions? • What local resources have been committed to these efforts? • What are the effects on local business and commerce? Has the tax base of the community been affected? • How will the jurisdiction recover if no Federal assistance is available? 	
<p>4. <u>Regarding Debris:</u> To what extent did the disaster generate debris-related issues?</p>	<ul style="list-style-type: none"> • Have you estimated how much debris there is? How was this estimate made? • Where is the debris concentrated? Which areas are most critical? • What types of debris do you know about (e.g., vegetative, construction, sediments, hazardous materials)? • Are there any hazardous debris issues (i.e., hazardous materials, environmental or industrial waste products, contaminated soils/water/air, pests, putrid materials, explosives, etc.)? • Do you have a debris management plan in place? • Do you have any local ordinances related to debris handling and segregation? • Is there debris on private property? How is that being addressed? • Are locals bringing debris to drop-off areas? • How is the debris getting to the storage or reduction sites? • Do you have the names, locations, capacities, and types of debris allowed for each of the disposal sites? • Are you using any debris reduction methods (i.e., chipping, grinding, burning)? • Are you recycling or reusing any of the debris? • Are you using force account labor, contract services, or other means for debris removal and monitoring? • What types of contracts will be used to perform the work, if any? • Are there any pre-disaster debris contracts in place? For debris removal or debris monitoring? 	<ul style="list-style-type: none"> • Location maps of debris-affected areas • Location maps of debris pickup sites, storage sites, and disposal sites • Estimates of types and quantities of debris • Estimates of removal, handling, and disposal costs, if available • Debris management plan • Copies of local ordinances related to debris handling and segregation • Debris contracts <p>Possible Resource</p> <ul style="list-style-type: none"> • Debris Specialist
<p>5. <u>Regarding Emergency Response and Protective Measures:</u> To what extent are</p>	<ul style="list-style-type: none"> • What essential services were affected by the threat of the event? What did you do to minimize or address those impacts? • Were evacuations necessary? • Did the police, ambulance, and fire department 	<ul style="list-style-type: none"> • Summary of emergency response efforts • Location map of affected areas • Summary of related scope and cost estimate

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<p>emergency response, services, and protective measures necessary?</p>	<p>response efforts require significant overtime?</p> <ul style="list-style-type: none"> • Were any temporary facilities opened for emergency medical care? • Did you do any sandbagging, flood controls, or pumping prior to or during the event? Describe. • Were traffic controls, road barricades, or other vector controls necessary? • Were constructed emergency protective measures (e.g., slope stabilization, building bracing) taken to prevent further damage or to protect the public? 	<p><i>Refer to Part 2 Category B for a list of potentially eligible emergency work.</i></p>
<p>6. <u>Regarding damage to structures (facilities):</u> To what extent has public infrastructure been damaged?</p>	<p>Roads and Bridges</p> <ul style="list-style-type: none"> • Are roads and bridges damaged? • Which ones affect access to critical facilities? • Are those roads on the Federal-Aid System or the responsibility of another agency? • Are alternate routes designated to bypass these damages? <p>Water Control Facilities</p> <ul style="list-style-type: none"> • Are any water control facilities (channels, dams, levees) damaged? • Are repairs to these facilities the responsibility of another Federal agency (USACE, NRCS)? <p>Buildings and Equipment</p> <ul style="list-style-type: none"> • Are critical care facilities damaged? • What other structures incurred significant damages? • Have safety inspections been conducted on any structures? • Do any structures require immediate bracing or other protective measures? <p>Utilities</p> <ul style="list-style-type: none"> • Are any utility distribution and collection systems damaged? • Are any treatment plants or other physical plants damaged? • To what extent is service disrupted? <p>Parks, Recreational Facilities, Other</p> <ul style="list-style-type: none"> • Are any parks or recreational facilities damaged? • Are any beaches damaged? Are these beaches engineered or natural? 	<ul style="list-style-type: none"> • Locations of damaged facilities • Summary of impacts • Summary of alternate or emergency means of providing facility function • Specifications, codes, and standards • Historic cost information • Safety inspection reports • Photographs <p>Possible Resource</p> <ul style="list-style-type: none"> • Consider need for Technical Specialists to assist with site assessments (geotechnical, structural, bridge, water treatment, etc.)

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<p>7. Have you done any preliminary site-specific evaluations of the worst-hit areas? Have you completed any emergency repairs?</p>	<ul style="list-style-type: none"> • What emergency measures have been taken to temporarily or permanently restore function or to provide temporary protection from unstable conditions? • Why were those sites selected for assessment or emergency repairs? • How did you quantify/estimate the damages or impacts? • Do you have an estimate of cost for these efforts? 	<ul style="list-style-type: none"> • Location of sites (preferably identified on a map) • Preliminary damage assessments conducted by jurisdiction • Scope of any repairs • Estimate of costs
<p>8. What type of insurance do you have for the damaged facilities?</p>	<ul style="list-style-type: none"> • What basic insurance coverage do you have? (Wind, flood, fire, earthquake, etc.) • What are the deductibles on the policies? • Do you have a policy for buildings? • Does it apply to all properties or is it limited? • Does insurance coverage extend to contents? • Are the damages within the floodplain or Special Flood Hazard Areas? • Is there flood insurance for the damaged areas? • Does the insurance coverage extend to rental or leased facilities? • Have any of the damaged facilities received Public Assistance funding in previous disasters? If so, provide verification of such coverage. 	<ul style="list-style-type: none"> • Damage locations identified on a FIRM • Copies of the insurance policies, including any declarations pages and exclusion components <p>Possible Resource</p> <ul style="list-style-type: none"> • Insurance Specialist
<p>9. Had hazard mitigation measures been incorporated into repairs or design of any of the damaged facilities?</p>	<ul style="list-style-type: none"> • Are any hazard mitigation efforts already in place from previous events? How did they perform? • Are there any mitigation measures routinely constructed by your community when repairing damaged facilities that should be considered in this recovery effort? • Do you have any design or cost data for such measures? 	<ul style="list-style-type: none"> • Summary of constructed mitigation measures, including related facility locations and assessment of performance • Summary of mitigation measures for consideration, related costs <p>Possible Resource</p> <ul style="list-style-type: none"> • 406 Hazard Mitigation Specialist
<p>10. Do you know of any environmental (including floodplain) or historic preservation issues?</p>	<ul style="list-style-type: none"> • Are there any environmentally sensitive areas, such as streams, lakes, estuaries, wetlands, beaches, coastal areas, or floodplains? • Are any of the damaged areas on the National Register of Historic Places or the State registry? • Are there any pristine or undisturbed areas, such as wetlands, forested areas, or parks? • Are there any hazardous materials on or adjacent to the damaged areas? If so, what do you know about the hazardous materials? • Are there any known impacts to the water quality in the area? The air quality? • Is any damage within any active farmland? 	<ul style="list-style-type: none"> • Location map or summary of environmentally sensitive areas • Location map or summary of historic districts or buildings <p>Possible Resource</p> <ul style="list-style-type: none"> • Environmental Specialist • Floodplain Specialist • Historic Preservation Specialist

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<p>14. <u>Regarding Debris:</u> To what extent did the disaster generate debris-related issues?</p>	<ul style="list-style-type: none"> • Have you estimated how much debris there is? How was this estimate made? • Where is the debris concentrated? Which areas are most critical? • What types of debris do you know about (e.g., vegetative, construction, sediments, hazardous materials)? • Are there any hazardous debris issues (i.e., hazardous materials, environmental or industrial waste products, contaminated soils/water/air, pests, putrid materials, explosives, etc.)? • Do you have a debris management plan in place? • Do you have any local ordinances related to debris handling and segregation? • Is there debris on private property? How is that being addressed? • Are locals bringing debris to drop-off areas? • How is the debris getting to the storage or reduction sites? • Do you have the names, locations, capacities, and types of debris allowed for each of the disposal sites? • Are you using any debris reduction methods (i.e., chipping, grinding, burning)? • Are you recycling or reusing any of the debris? • Are you using force account labor, contract services, or other means for debris removal and monitoring? • What types of contracts will be used to perform the work, if any? • Are there any pre-disaster debris contracts in place? For debris removal or debris monitoring? 	<ul style="list-style-type: none"> • Location maps of debris-affected areas • Location maps of debris pickup sites, storage sites, and disposal sites • Estimates of types and quantities of debris • Estimates of removal, handling, and disposal costs, if available • Debris management plan • Copies of local ordinances related to debris handling and segregation • Debris contracts <p>Possible Resource</p> <ul style="list-style-type: none"> • Debris Specialist
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<p>16. <u>Regarding damage to structures (facilities):</u> To what extent has public infrastructure been damaged?</p>	<p>Roads and Bridges</p> <ul style="list-style-type: none"> • Are roads and bridges damaged? • Which ones affect access to critical facilities? • Are those roads on the Federal-Aid System or the responsibility of another agency? • Are alternate routes designated to bypass these damages? <p>Water Control Facilities</p> <ul style="list-style-type: none"> • Are any water control facilities (channels, dams, levees) damaged? • Are repairs to these facilities the responsibility of another Federal agency (USACE, NRCS)? <p>Buildings and Equipment</p> <ul style="list-style-type: none"> • Are critical care facilities damaged? • What other structures incurred significant damages? • Have safety inspections been conducted on any structures? • Do any structures require immediate bracing or other protective measures? <p>Utilities</p> <ul style="list-style-type: none"> • Are any utility distribution and collection systems damaged? • Are any treatment plants or other physical plants damaged? • To what extent is service disrupted? <p>Parks, Recreational Facilities, Other</p> <ul style="list-style-type: none"> • Are any parks or recreational facilities damaged? • Are any beaches damaged? Are these beaches engineered or natural? 	<ul style="list-style-type: none"> • Locations of damaged facilities • Summary of impacts • Summary of alternate or emergency means of providing facility function • Specifications, codes, and standards • Historic cost information • Safety inspection reports • Photographs <p>Possible Resource</p> <ul style="list-style-type: none"> • Consider need for Technical Specialists to assist with site assessments (geotechnical, structural, bridge, water treatment, etc.)

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<p>17. Have you done any preliminary site-specific evaluations of the worst-hit areas? Have you completed any emergency repairs?</p>	<ul style="list-style-type: none"> • What emergency measures have been taken to temporarily or permanently restore function or to provide temporary protection from unstable conditions? • Why were those sites selected for assessment or emergency repairs? • How did you quantify/estimate the damages or impacts? • Do you have an estimate of cost for these efforts? 	<ul style="list-style-type: none"> • Location of sites (preferably identified on a map) • Preliminary damage assessments conducted by jurisdiction • Scope of any repairs • Estimate of costs
<p>18. What type of insurance do you have for the damaged facilities?</p>	<ul style="list-style-type: none"> • What basic insurance coverage do you have? (Wind, flood, fire, earthquake, etc.) • What are the deductibles on the policies? • Do you have a policy for buildings? • Does it apply to all properties or is it limited? • Does insurance coverage extend to contents? • Are the damages within the floodplain or Special Flood Hazard Areas? • Is there flood insurance for the damaged areas? • Does the insurance coverage extend to rental or leased facilities? • Have any of the damaged facilities received Public Assistance funding in previous disasters? If so, provide verification of such coverage. 	<ul style="list-style-type: none"> • Damage locations identified on a FIRM • Copies of the insurance policies, including any declarations pages and exclusion components <p>Possible Resource</p> <ul style="list-style-type: none"> • Insurance Specialist
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