

## ATTACHMENT K

### DAMAGE ASSESSMENT STANDARD OPERATING PROCEDURES

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PRIMARY: South Carolina Emergency Management Division (SCEMD)

SUPPORT: County Emergency Managers, local jurisdictions, State Agencies

#### I. INTRODUCTION

- A. Following a natural or man-made disaster, damage assessments must be conducted to determine the scale of the damage caused by the event and the resources necessary to recover. This damage assessment data is used to determine if a Presidential Disaster Declaration is warranted.
- B. This standard operating procedures document is intended to standardize the damage assessment process by defining roles and responsibilities.

#### II. ROLES AND RESPONSIBILITIES

- A. State of South Carolina
  - 1. South Carolina Emergency Management Division
    - a. The Recovery Section of SCEMD is responsible for the aggregation and analysis of Local Initial Damage Assessments (LIDAs).
    - b. If warranted, SCEMD will request to conduct a Joint Preliminary Damage Assessment (Joint PDA) with FEMA.
    - c. SCEMD will provide representation on Joint PDAs in coordination with Local and Federal government representatives.
    - d. Results of both the LIDAs Joint PDAs may be provided to the Governor's Office to support a federal disaster declaration request.
  - 2. South Carolina Office of the Governor
    - a. The Governor of South Carolina, as the State's Chief Executive, is responsible for the safety, security, and welfare of the State.
    - b. If warranted, the Governor will request a federal disaster declaration through FEMA Region IV.
  - 3. Other State Agencies
    - a. State Agencies will be responsible for assessing the damages to their own properties.

- b. Damage assessment data should be submitted to SCEMD to be aggregated into state damage assessment totals.

**B. Local Government**

1. Local governments are responsible for the maintenance of trained damage assessment teams.
2. Following a disaster, these teams will conduct Local Initial Damage Assessments (LIDAs). The LIDA data will be communicated to the Recovery Section of SCEMD.
3. Local governments are responsible for communicating any critical needs to SCEMD.
4. Local governments should also provide representation on Joint PDAs in coordination with the State and Federal representatives.

**C. Federal Emergency Management Agency**

1. Upon the request for a Joint PDA, FEMA representatives will coordinate with SCEMD and Local Governments to conduct a Joint PDA to determine the scale and scope of the disaster impacts.
2. Further guidance on the federal damage assessment process may be found in the Damage Assessment Operations Manual, published and maintained by FEMA.

### **III. CONCEPT OF OPERATIONS**

**A. Local Initial Damage Assessment (LIDA)**

1. LIDAs are conducted at the local governmental level following a disaster. These assessments are used to determine the local, State, and Federal resources necessary for recovery. The data is also used to support a State request for Joint PDA.
2. The results of LIDAs are aggregated and analyzed by the State to determine if the impacts of the disaster are beyond the capacity of the State and Local governments to effectively respond.

**B. Joint Preliminary Damage Assessment (Joint PDA)**

1. If the results of the LIDA indicate that there may be a need for a Presidential Disaster Declaration, SCEMD will request a Joint PDA from FEMA.

2. Joint PDAs are conducted in coordination with Federal, State, and Local governments to survey and document damage from a disaster.
  3. Data from the Joint PDA is aggregated by the State and FEMA and used to determine if a federal disaster declaration is warranted.
- C. Further information regarding the Disaster Declaration process can be found in Section IX of the South Carolina Recovery Plan.

#### **IV. SOP DEVELOPMENT AND MAINTAINANCE**

- A. SCEMD will maintain, update and distribute all changes to this SOP. SCEMD will review this SOP on an annual basis accounting for changes in Damage Assessment Guidance.
- B. SCEMD has oversight of the annual reviews in cooperation with relevant Federal, State, and Local organizations.
- C. The Director of SCEMD will coordinate the efforts of all responsible departments and agencies for SOP development and timely update/revision.
- D. Following each emergency or exercise, SCEMD will conduct after action reviews to identify problems or areas requiring corrective actions. SCEMD will take steps to address any problem identified and to ensure current policy and procedures are effectively implemented and reflected in this SOP.