

Preliminary Damage Assessment
(PDA)
Field Guide



INDIVIDUAL

ASSISTANCE

**The Purpose of
this Preliminary Damage
Assessment Field Guide**

This field guide has been designed to serve as a quick reference tool to be utilized by local officials and others in conducting local damage assessment for homes and businesses. Inside you will find listed the *4 Degrees of Damage*; FEMA criteria for seeking an Individual Assistance Declaration and tips – things to do and things to remember. In addition, illustrations have been provided and offer examples of the different degrees of damage for both wind and flood.

**Local Damage Assessment
Must be Rapid, Detailed and Accurate.**

- It should be completed and Submitted to the State within 36 hours of the event.
- The data collected will then be analyzed to determine if supplemental assistance will be needed from the State and/or Federal Agencies.
- If necessary, the State will request a joint preliminary damage assessment with the Federal Emergency Management Agency (FEMA) and/or the Small Business Administration (SBA).
- Delay in completing the assessment may delay supplemental disaster assistance to those most in need.

Why Do Damage Assessment?

Conducting a local damage assessment enables local officials to:

- Determine the severity and Magnitude of the event.
- Quantify homes and businesses Impacted by the disaster.
- Determine whether local resources will be sufficient to effectively respond and recover from the event.

There are 4 degrees of damage:

- Destroyed
- Major
- Minor
- Affected

Criteria for requesting assistance
from SBA:

***There must be a minimum of twenty five (25)
homes and/or businesses
with 40% uninsured damages.***

Note: Generally, structures with either
“Destroyed” or “Major” degree of damage
will meet “40% uninsured damages” criteria.

DO:

- Conduct visual inspection to verify damages.
- Be sensitive when discussing damages with property owner.
- Determine extent of insurance coverage (i.e. homeowner's policy vs. flood insurance).
- Include impact to businesses in your survey.
- Ensure current assessment reports are as accurate as possible.
- Know that exaggeration of amount of damage will be detrimental during a joint PDA.
- Provide detailed assessment to HSEM within 36 hours of the event.

REMEMBER

- Focus on degrees of damage and habitability.
- Do not become preoccupied with property value.
- Look for waterline or debris line to determine depth of water.
- Only report disaster-related damages.
- Deferred maintenance and/or pre-existing damage should not be included in your assessment.

Based on criteria, make a judgment call.

WIND

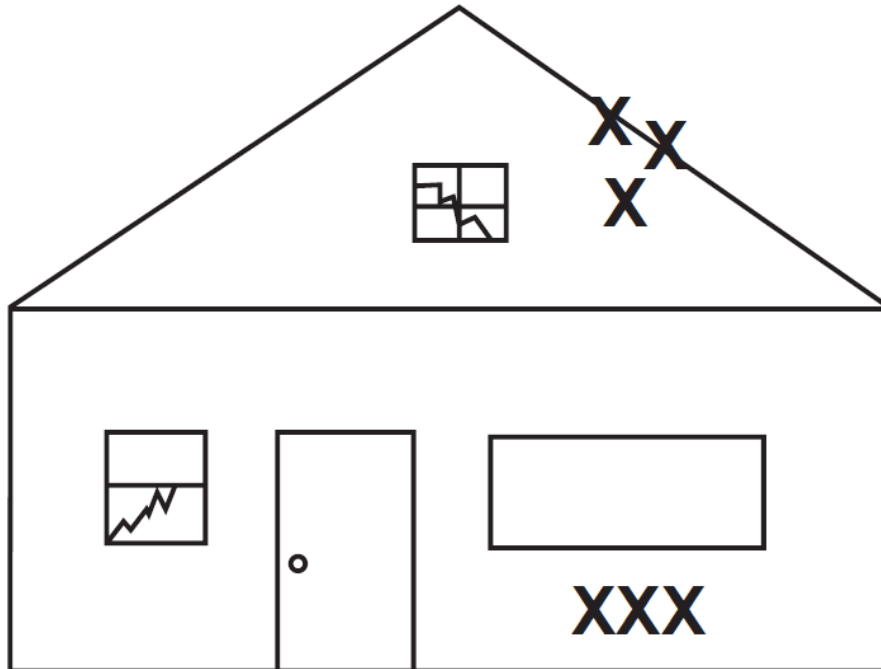


DAMAGE

**SINGLE FAMILY
DWELLING**

AFFECTED

Wind Damage: Single Family Dwelling



Minimal damage to structure and home is habitable, requiring minimal repairs.

Examples:

- Some shingle damage.
- Few broken windows.
- Cosmetic damage to siding.
- Repairable.

MINOR

Wind Damage: Single Family Dwelling

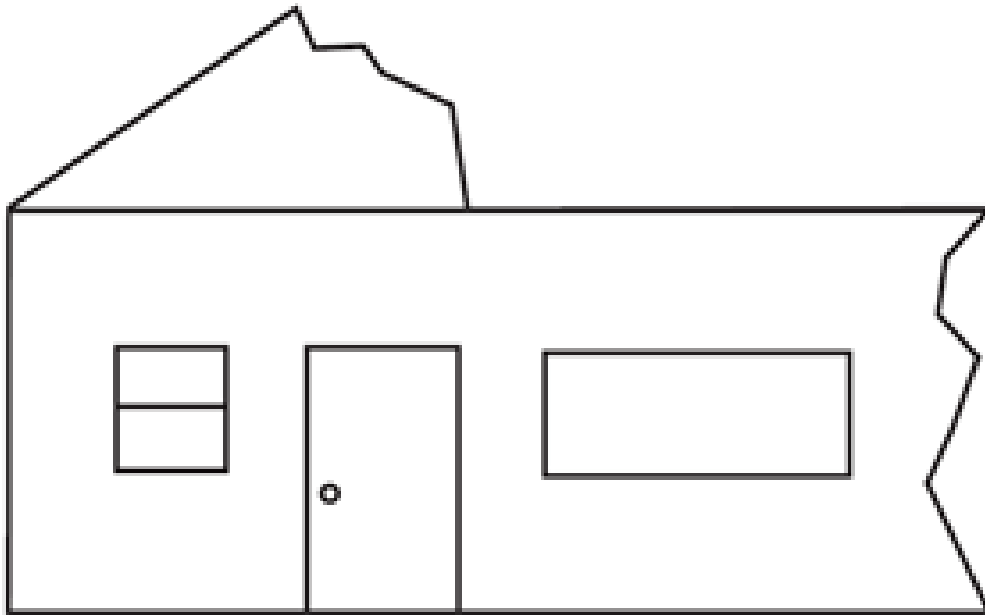


Damage may be repaired **within 30 days** making the structure habitable.
Examples:

- Windows/doors are damaged and unsecurable.
- Damage to functional components (furnace, water heater, HVAC).

MAJOR

Wind Damage: Single Family Dwelling



Significant structural damages requiring **longer than 30 days** for repair.

Examples:

- Structural failure of walls, roof and foundation which **are** repairable.
- Damage to windows, doors and exterior walls.
- Extensive debris and utility problems.

DESTROYED

Wind Damage: Single Family Dwelling



Structure is a total loss and damage is to such an extent that repair is not feasible and has left the home **permanently uninhabitable**.

Examples:

- Complete failure of two or more structural components, such as collapse of basement walls/foundation, walls or roof.
- Only foundation remains.
- Condemned structure that will require demolition or removal by local government due to disaster related health and safety concerns.

WIND

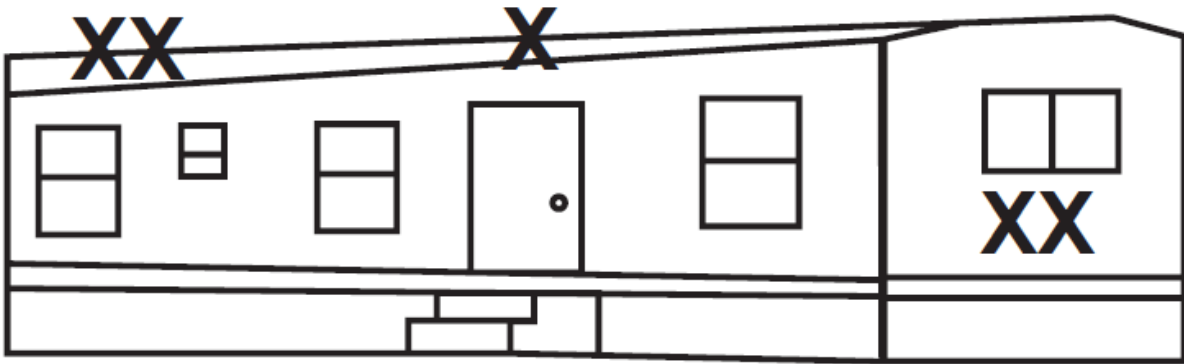


DAMAGE

MOBILE HOME

AFFECTED

Wind Damage: Mobile Home



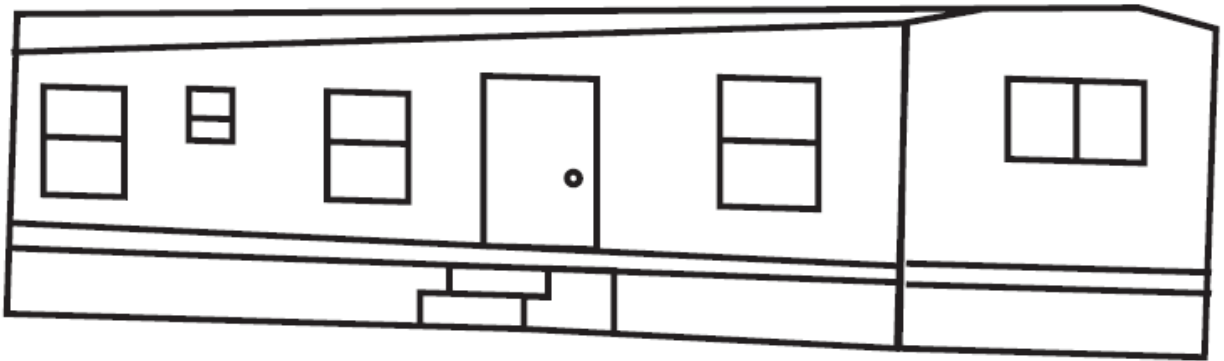
Minimal damages to the dwelling and/or contents and is **habitable**, requiring minimal repairs.

Examples:

- Frame is NOT bent, twisted or otherwise compromised.
- No structural components have been damaged.

MINOR

Wind Damage: Mobile Home



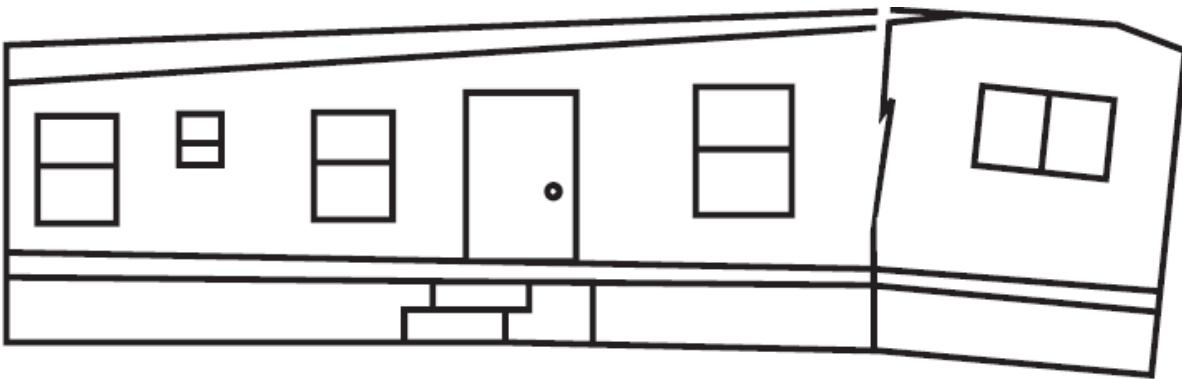
Damages may be **repaired within 30 days** making the structure habitable.

Examples:

- Minor structural damage (not displaced from foundation).
- Other structural components may have minor damage (windows, roof, doors, duct work, etc.)

MAJOR

Wind Damage: Mobile Home



Significant structural damages requiring **longer than 30 days for repair**.

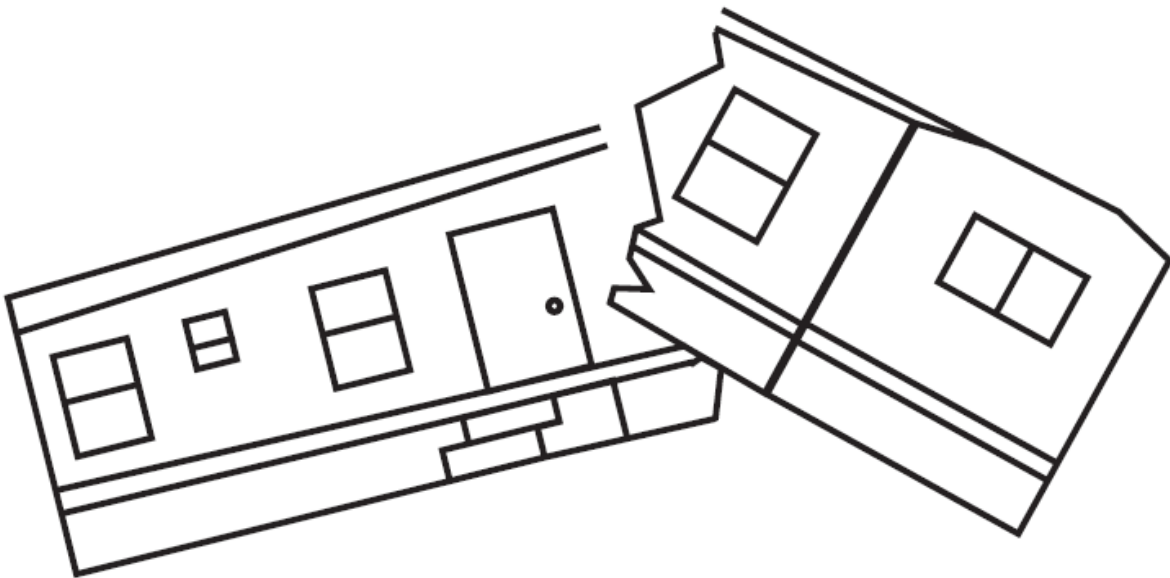
Extensive repairs will be required to become habitable.

Examples:

- Displaced from foundation.
- Other structural components have been damaged (windows, doors, wall coverings, roof, bottom board insulation, utility hook-up, etc.)

DESTROYED

Wind Damage: Mobile Home



Structure is a **total loss**. There is no value associated with the structure except for its basic material content (scrap).

Examples:

- Frame is bent, twisted or otherwise compromised.
- Missing roof or has sustained significant damage to roof covering, sheathing, and framing.

FLOOD

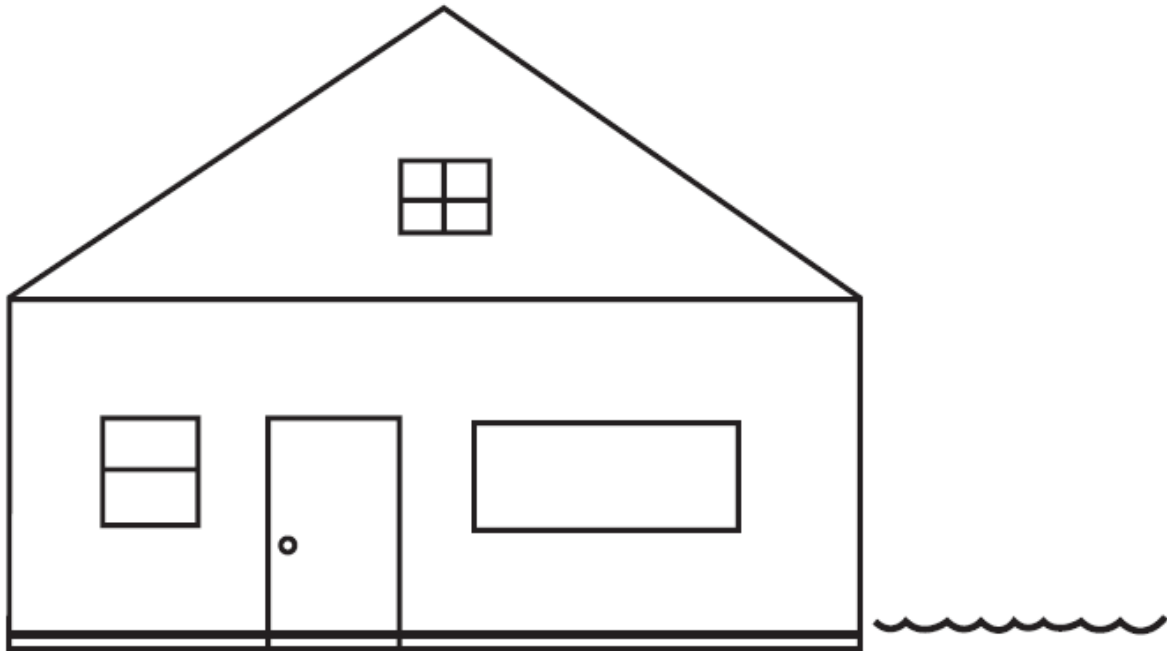


DAMAGE

**SINGLE FAMILY
DWELLING**

AFFECTED

Flood Damage: Single Family Dwelling



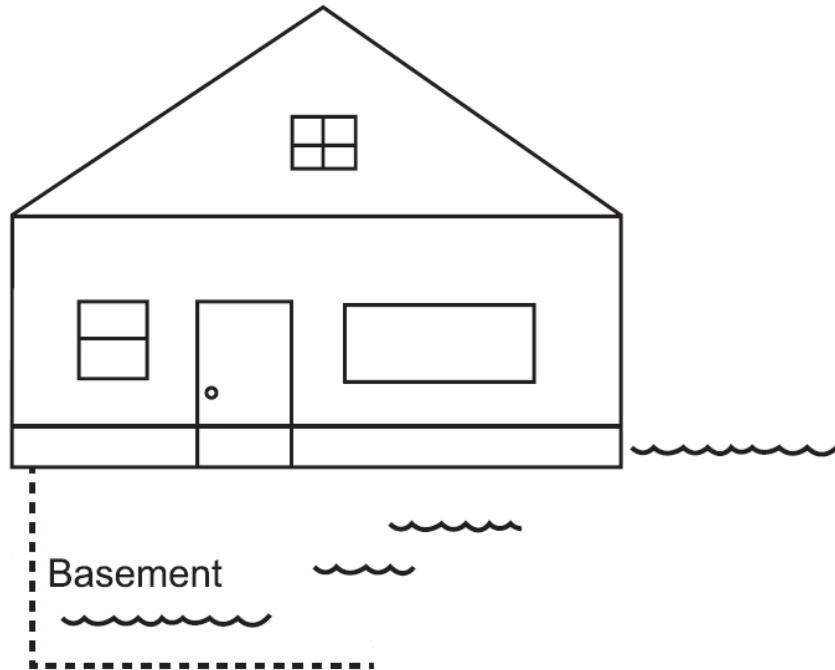
Minimal damage to the structure and/or contents and is **habitable, requiring minimal repairs.**

Examples:

- Minimal flooding with less than 3" in an occupied or required room.

MINOR

Flood Damage: Single Family Dwelling



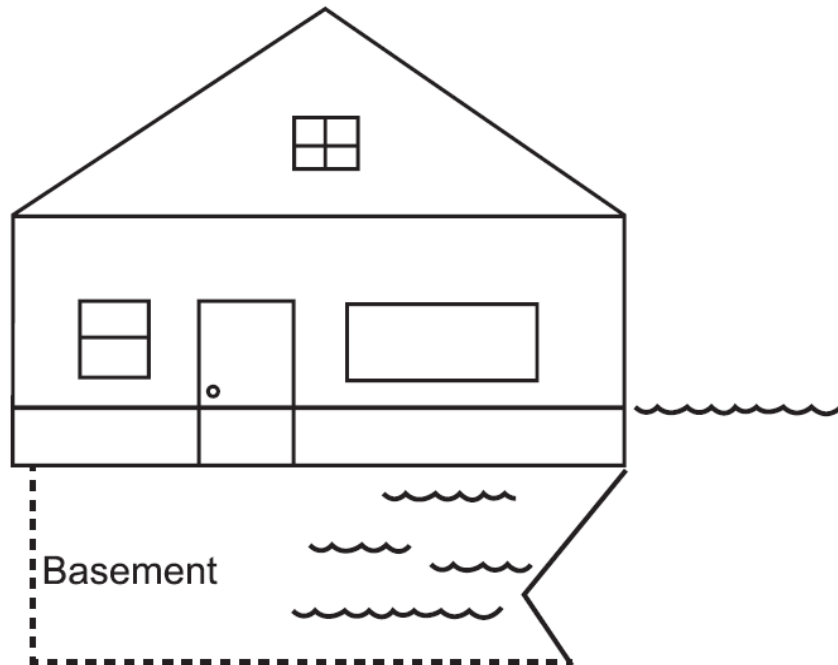
Damages **may be repaired within 30 days** making the structure habitable.

Examples:

- 3" – 18" of water in an occupied or required room.
- Damage or disaster related contamination to private well or septic system.

MAJOR

Flood Damage: Single Family Dwelling



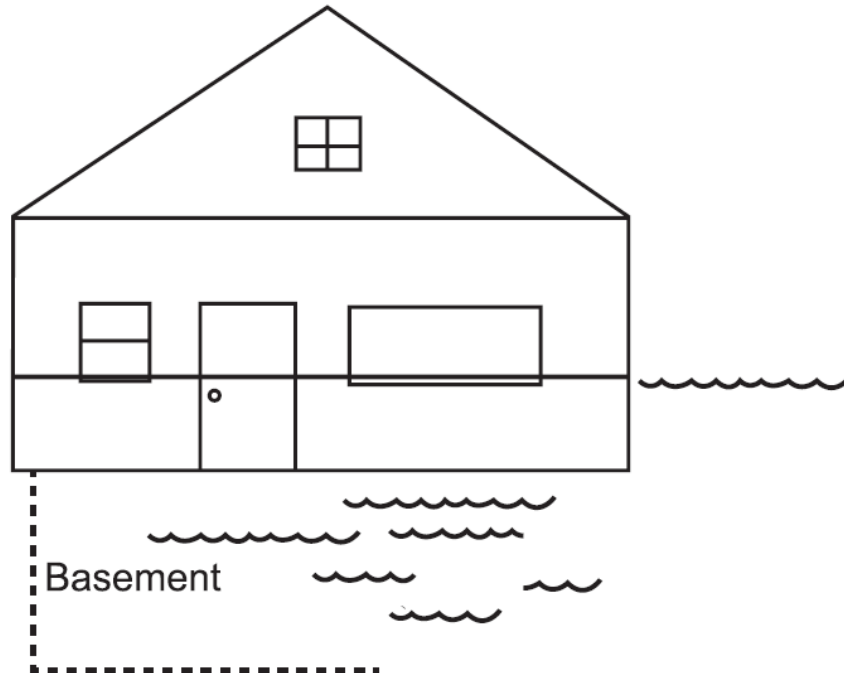
Significant structural damages requiring **longer than 30 days for repair**.

Examples:

- 18" or more of water on the first floor or water that covers the electrical outlets.
- Water in the basement which compromises the structural integrity of the home.

DESTROYED

Flood Damage: Single Family Dwelling



Structure that is a **total loss** and damage is to such an extent that repair is not feasible and has left the home **permanently uninhabitable**.

Examples:

- Complete failure of two or more major structural components, such as collapse of basement walls/foundation, walls or roof.
- Only foundation remains.
- A structure that will require removal or demolition by local government due to a confirmed imminent danger, such as impending landslides, mudslides or sinkholes.

FLOOD

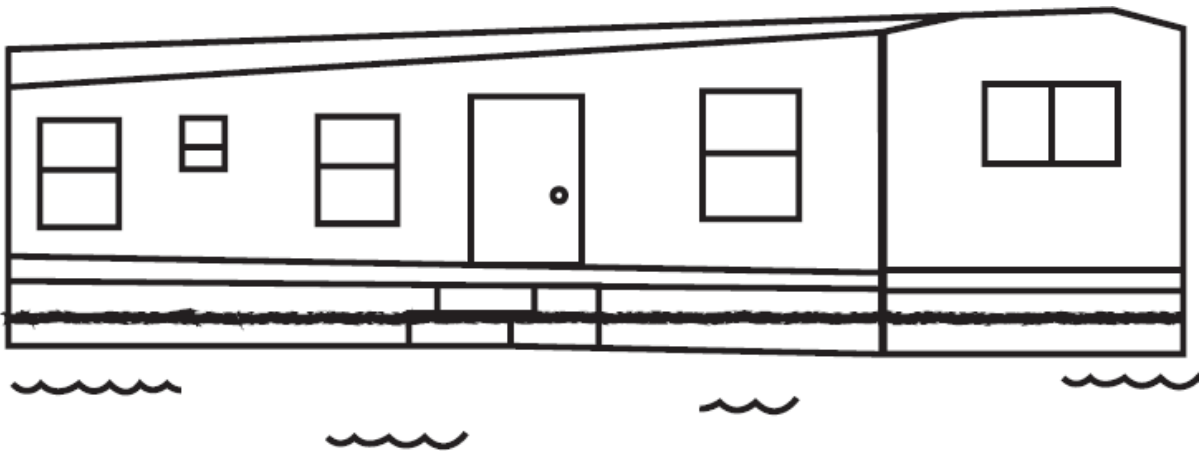


DAMAGE

MOBILE HOME

AFFECTED

Flood Damage: Mobile Home



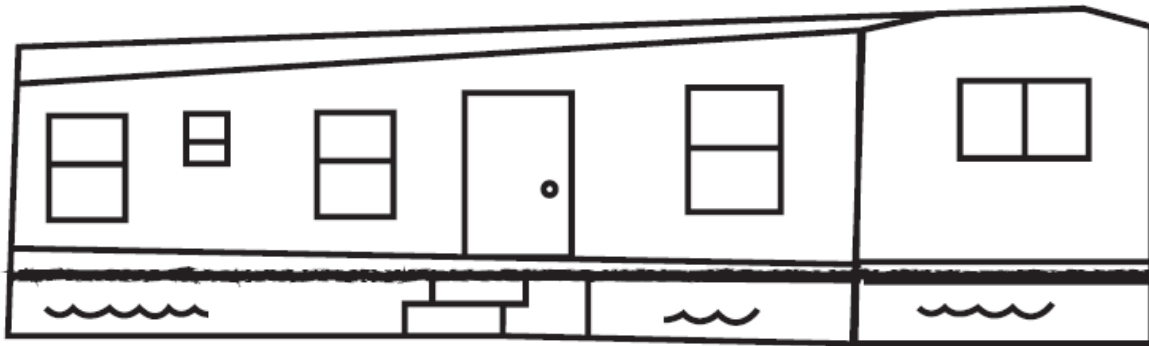
Minimal damage to the dwelling and/or contents and is **habitable, requiring minimal repairs.**

Examples:

- No damages affecting habitability.
- Cosmetic damage only.

MINOR

Flood Damage: Mobile Home



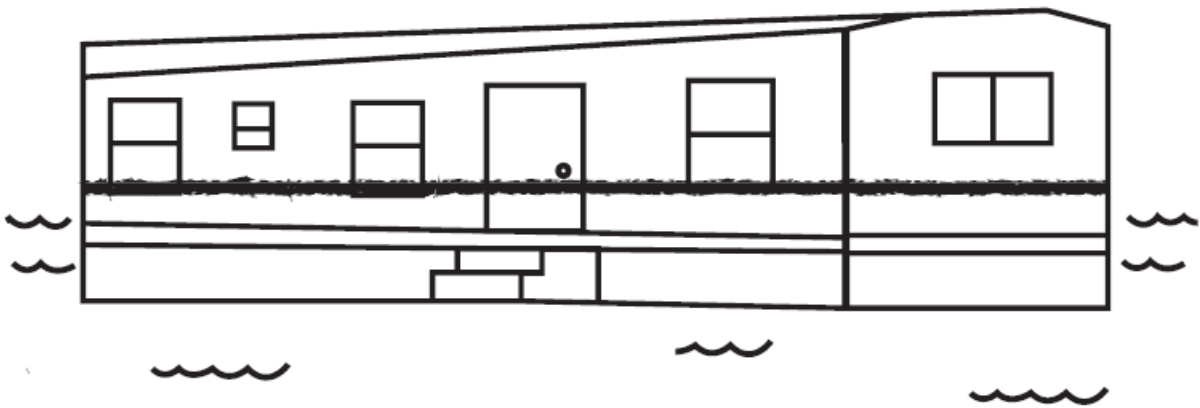
Damages may be **repaired within 30 days** making the structure habitable.

Examples:

- Water line is below the floor system.
- Skirting or HVAC may be impacted.

MAJOR

Flood Damage: Mobile Home



Significant structural damages requiring **longer than 30 days for repair**.

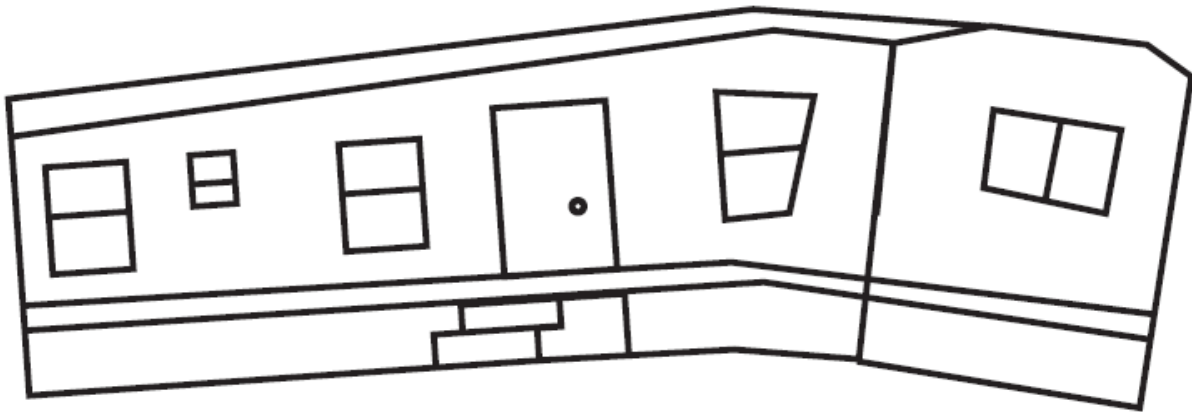
Extensive repairs will be required to become habitable.

Examples:

- Water that impacts the floor system (belly board insulation, duct work, subfloor).
- Water line up to 12 inches in the living area.

DESTROYED

Flood Damage: Mobile Home



Structure is a **total loss**. There is no value associated with the structure except for its basic material content (scrap).

Examples:

- Water line is higher than 12 inches.
- Frame twisted, bent or otherwise compromised.
- Interior so compromised by contamination that cleanup is infeasible.

PUBLIC

ASSISTANCE

Public Assistance Damage Assessment Criteria

- Damaged facility must belong to one of the following:
 - State or local government
 - Public entity
 - Town, village or rural community
 - Tribal government
 - Eligible private non-profit

- Facility was damaged due to the event

- Damaged elements are maintained and were in use at the time of the event

- Be sure to collect the impacts that the damages had on the community. Include information that details:
 - Threats to health or safety that is a result of the damage
 - General impact the loss of the facility has on the community

PUBLIC ASSISTANCE

Category A

Debris Removal

Debris removal must be in the public interest and necessary to:

- Eliminate immediate threats to lives, public health & safety;
- Eliminate immediate threats of significant damage to improved public or private property

Examples:

- Trees and woody debris
- Building components
- Sand, mud, silt & gravel
- Removal of temporary levees

Category B

Emergency Protective Measures

- Search and rescue
- Security
- Emergency Pumping
- Sandbagging
- Detour & warning signs
- EOC Activation
- Emergency & temporary repairs
- Overhead power lines
- Emergency medical facilities
- Emergency evacuations
- Activities undertaken before, during and after a disaster to save lives and protect improved property

PUBLIC ASSISTANCE

Category C

Roads & Bridges

Roads

- Surfaces
- Bases
- Shoulders
- Ditches
- Drainage structures
- Low water crossings

Bridges

- Decking & pavement
- Piers
- Girders
- Abutments
- Slope protection
- Approaches

Slope Failures

Category D

Water Control Facilities

- Dams & reservoirs
- Levees
- Engineered drainage channels
- Canals
- Aqueducts
- Sediment basins
- Shore protective devices
- Irrigation facilities
- Pumping facilities

PUBLIC ASSISTANCE

Category E

Buildings & Equipment

Buildings

Structural components

Interior systems

- Electrical
- Mechanical
- Contents

Category F

Utilities

Water treatment plants

Power generation & distribution

Facilities

- Natural gas systems
- Wind turbines
- Generators
- Substations
- Power lines

PUBLIC ASSISTANCE

Category G

Parks, Recreation & Other

Playground equipment

Swimming pools

Bath houses

Tennis courts

Boat docks

Piers

Picnic tables

Golf courses

Fish hatcheries

Mass transit facilities

