

Annex 14 (ESF-14 - Long-term Community Recovery and Mitigation) to the Darlington County Emergency Operations Plan

Primary: Planning Department, Emergency Services Department

Support: Tax Assessor, Codes Enforcement, Roads and Bridges, Environmental Services, Darlington County Water and Sewer Authority, EMS, Fire District, Sheriff's Office and any agency or department that will have a role in the mitigation, damage assessment and recovery process.

I. Introduction:

- A. This annex provides guidelines that agencies will use following a disaster in the restoration of vital infrastructure and the necessities of life. While no specific time limit is established for the recovery phase, the recovery process will end when the infrastructure necessary to support the community's normal lifestyle is completed. The Planning Director in conjunction with the Emergency Services Director and County Administrator will determine when the recovery phase has ended.
- B. The Long-term Community Recovery and Mitigation annex will use three (3) approaches to address recovery and mitigation.
 1. Mitigation, both pre-disaster and post disaster mitigation actions. Mitigation activities are those actions that either prevent the occurrence of an emergency or reduce the community's vulnerability in ways that minimize the adverse impact of a disaster or other emergency.
 2. Damage assessment activities is an evaluation (in dollars) of the estimated cost for damages or loss to agriculture, infrastructure, property (county, state and private) and equipment.
 3. Recovery activities are those actions that enable disaster victims to begin the process of rebuilding their homes; replacing property; resuming employment; restoring businesses; permanently repairing, rebuilding or relocating public infrastructure.
- B. Situations and Assumptions: The following situations and assumptions are included in this annex.
 1. Situation:
 - a. A catastrophic emergency may overwhelm the capabilities of the county to provide prompt and effective relief and recovery measures. Transportation infrastructure may be damaged and disrupted. Commercial communications facilities may experience widespread damage, impairing communications among response and recovery agencies.

- b. Homes, public buildings, and other critical facilities and equipment may be severely damaged or destroyed. Debris may make streets and highways impassable. The movement of emergency relief supplies and resources may be seriously impeded. Public utilities may be damaged and rendered partially or fully inoperable. Local emergency response personnel may be victims of the emergency, preventing them from performing their assigned emergency duties. Numerous fires in both urban and rural areas could occur.
- c. Disaster victims may be forced from their homes, and large numbers of deaths and injuries could occur. Many victims may be in life-threatening situations requiring immediate rescue and medical care. There may be shortages of many supplies necessary for emergency survival. Hospitals, nursing homes, pharmacies and other health/medical facilities may be damaged or destroyed. Medical and health care facilities that remain operable may be overwhelmed by the number of victims requiring attention. Medical supplies and equipment may be in short supply.
- d. Damage to fixed facilities, which generate, use, store or dispose of hazardous materials could result in the release of hazardous materials into the environment. Food processing and distribution capabilities may be damaged or destroyed. There may be widespread disruption of energy sources, resulting in prolonged electric power and natural gas failures.

2. Assumptions:

- a. Preparations to implement this plan will begin as soon feasible, and in cases when there is sufficient warning, prior to the event. This will allow recovery actions to be implemented quickly and efficiently.
- b. The concept of operations outlined in this plan assumes that a major or catastrophic emergency has occurred. Damage throughout the county and state will be extensive. These damages may cause the loss of normal life support systems and the loss of regional economic, physical, and social infrastructures.
- c. If an emergency occurs at a fixed nuclear facility (FNF) which could affect the County or State, the SCORERP and SCTRERP will be implemented.
- d. It is assumed that the County EOC and SEOC will be activated and fully staffed. Both the County Council and Governor will declare a states of emergency and direct that the appropriate EOP's be implemented to insure proper coordination of the overall response and recovery efforts.

- e. It is assumed that the Governor will request activation of the National Response Plan and federal resources, coordinated through FEMA will be deployed to the state to provide assistance.
- f. It is assumed that the magnitude of the emergency will be such that effective response and recovery will be beyond the capability of the State and County.
- g. It is assumed that federal and state disaster assistance will be requested to supplement local emergency resources and that Federal disaster assistance programs will be implemented to help meet the needs of the County.
- h. It is assumed that local emergency response personnel will suffer damage to their homes and personal property and will themselves be victims of the disaster.
- i. It is assumed that in addition to state and federal assistance, prompt and effective recovery will require mutual aid from other counties throughout the state and from other states.
- j. It is assumed that the Red Cross and the Salvation Army along with other volunteer organizations will implement their disaster response and relief programs.
- k. It is assumed that citizens and response organizations from other states will send massive amounts of food, clothing and other supplies based on their perceived needs of the county and state.
- l. It is assumed that there will be competition among citizens and communities for scarce resources.

II. Mission: Provide the framework to coordinate county, municipal and private sector recovery from the consequences of a disaster affecting Darlington County.

III. Concept of Operations:

- A. The County Administrator is responsible for overall supervision of all functions of the recovery process. The County Administrator will direct the Emergency Services Director and Planning Director to assign department heads to perform designated functions during the recovery process. These assignments are based upon that agency being the most appropriate department to perform or supervise that particular function. Once tasked with an assignment the department is responsible for developing the plans and procedures necessary to fulfill the function. The County Administrator will coordinate with the City Manager's for the Cities of Hartsville and Darlington and Mayors or Town Manager for the Towns of Lamar and Society Hill to insure their specific needs are met.

- B. The Emergency Services Director and Planning Director are assigned as the Recovery Coordinator(s) for Darlington County. The Emergency Services Director is responsible for providing work space (including communications) in the EOC for all agencies involved in the recovery phase. The recovery Coordinator(s) is responsible for insuring that vital infrastructure and the necessities of life are restored. Additionally the DRC will determine the appropriate time to begin phasing down recovery operations and the appropriate time to terminate recovery operations.
- C. The Darlington County Planning Department and the Emergency Services Department are responsible for all ESF-14 administrative, management, planning, preparedness, mitigation, response and recovery activities. All ESF-14 supporting agencies will assist these departments in the planning and execution of the above. Coordination with all supporting departments and agencies will be performed to insure continual operational readiness.
- D. The Cities of Darlington and Hartsville and Towns of Lamar and Society Hill are tasked with the responsibility of conducting the preliminary damage assessments in their jurisdictions. Each municipality will insure that they have sufficient personnel trained in damage assessment to conduct the "rapid damage assessment" immediately following the disaster. Once a detailed assessment is begun, the municipalities can request assistance from the County.
- E. The municipalities will forward their "rapid damage assessment" data and preliminary damage assessment data to the EOC for inclusion in the County's Initial Damage Assessment report. Based on the information received from the municipalities and the County's Field Assessors, the county will request deployment of the State Assessment Team(s) and red Cross Damage Assessment Team(s). Information received from all Damage Assessment Teams will be included in the County's Damage Assessment report and forwarded to the SCEMD for consideration by the Governor in requesting a Presidential Disaster Declaration.
- F. Disaster recovery spans three (3) phases: humanitarian relief, short-term recovery (the first 30 days) and long-term recovery efforts (after the first 30 days).
- G. Humanitarian relief efforts entail;
 - 1. assessing immediate emergency needs rapidly.
 - 2. providing food, water, clothing, shelter and medical supplies.
 - 3. providing security to the hardest hit areas.
 - 4. coordinating information and instructions to the public.

5. providing outreach efforts to insure that all victims have been identified and their needs have been met.
 6. Humanitarian relief efforts will be guided by the procedures established in the County's Logistical Support Plan found in Annex 7 (ESF-7) – Resource Support.
- H. Short-term recovery efforts focus on the restoration of essential public and social services in the following priority:
1. conducting detailed damage assessments to determine the need for state and federal assistance.
 - a. When conditions allow, rapid and thorough assessments must be conducted to; assess the overall damage to homes and businesses; assess the overall damage to critical public facilities and services and determine whether damages are sufficient to warrant supplemental federal disaster assistance. The rapid damage assessment or "windshield survey" will be conducted by on-duty personnel during and immediately after the disaster occurs. Reports that are called into the EOC by emergency responders in the areas where they live and operate will be included in the rapid assessment. Damage Assessment Team members may be required to perform a windshield survey in areas of the county where the EOC has not received any reports of damage or problems.
 - b. Depending on the results of the damage assessment, the Governor may request a Presidential Disaster Declaration, which would make the county eligible for a variety of federal assistance programs.
 - c. All damage assessment activities will be coordinated and directed from the EOC. Damage Assessment Teams will be activated at the request of the Emergency Services Director and will assemble at the EOC. The Darlington County Emergency Services Director in conjunction with the Planning Director will designate the areas to be surveyed, and establish priorities for the collection of damage data. The Director will maintain a ready file to be issued to the Damage Assessment Teams prior to their initial reconnaissance. The file will consist of maps, SOP's and Damage Assessment Forms. Damage Assessment Teams will determine the type of destruction and the areas involved. Any additional assistance needed to collect the required data will be requested through the EOC. Photographs and sketches will be used whenever practical to validate the written reports. The Damage Assessment Teams will coordinate their collection efforts with representatives of the following private sector as minimum.
 - d. As many businesses and industries as possible should be contacted to determine the extent of damage to industry and businesses.

2. following procedures for requesting state and federal assistance.
 3. relaxing protective actions and coordinating access into evacuated areas.
 4. restoring essential public facilities and services.
 5. coordinating state and federal disaster assistance with special emphasis on temporary housing.
 6. coordinating resources and materials.
 7. coordinating volunteer organizations.
 8. coordinating information and instructions to the public.
 9. identifying post-disaster hazard mitigation activities to reduce future risks.
- I. Long-term recovery efforts focus on redeveloping communities and restoring the economic viability of the disaster area(s).
1. This phase requires a substantial commitment of time and resources from both governmental and non-governmental organizations. Recovery operations in Darlington County will be executed in accordance with this annex.
 2. The Long-term Community Recovery and Mitigation annex identifies a range of specific actions to be taken by county and municipal agencies to coordinate recovery activities. Planning for recovery operations begins before the disaster occurs. Initial recovery activities will begin after the disaster assessment is complete. These efforts are prioritized as follows:
 - a. restoring public infrastructure damaged by the emergency.
 - b. re-establishing an adequate supply of housing to replace that which was destroyed.
 - c. restoring lost jobs.
 - d. restoring the economic base of the disaster area(s).
 - e. identifying long-term mitigation measures, i/e., land use and building codes.
 3. Mitigation operations are an integral part of the long-term recovery phase. There are two phases of hazard mitigation — pre-disaster and post-disaster.
 - a. Pre-Disaster Actions:

1. Avoidance: Eliminate the threat of a hazard through measures such as relocation or prohibition of construction within an area susceptible to risk or danger. This is a task of all elements of government and the private sector.
 2. Construction Practices: Developing codes, standards and specifications applicable to repairs, alterations or new construction of facilities or structures to lessen the effects of future disasters.
 3. Education: A continuing educational process designed to keep local government and private industry personnel aware of changing conditions (new construction, new industry, etc.) in Darlington County and make them aware that local codes and standards must be adhered to. Mitigation measures must be properly coordinated and administered.
- b. Post-Disaster Actions:
1. Mitigation: Reducing the effects of a disaster is a function of both local government and the private sector including volunteer agencies.
 2. Reduction: Diminishing the extent of damage or suffering is a cooperative effort of local government, industry and volunteer groups.
 3. Construction Practices: Mitigation funding is available from the Federal Emergency Management Agency (FEMA) upon submission of an approved Hazard Mitigation Grant Proposal following a Presidentially declared disaster. Proposals must insure that projects are cost effective, have long term benefits, and are environmentally safe. All local codes, standards and specifications must be adhered to.
- J. The Darlington County Hazards Mitigation Team should conduct an annual review of Darlington County's Hazard Analysis and the Pee Dee Regional Hazards Mitigation Plan. All county and municipal officials in conjunction with the Darlington County Hazard Mitigation Team will review Hazard Analysis and the Hazard Mitigation Plan and propose future mitigation measures. These documents should be reviewed annually and updated every five years.
- K. Re-entry Procedures:
1. Assess: A catastrophic disaster will require that extraordinary steps be taken to provide the resources and assistance quickly and effectively. Appropriate officials in the County and State EOCs will review information on the disaster area and recommend to the County Administrator, County Council and to the Governor that he rescind the evacuation order. Once the evacuation order is rescinded, either totally or in part for specific areas, county officials will control the timing for re-entry/return of citizens as the situation and public safety

considerations allow.

2. Access passes:

- a. State Access passes: Access passes, in the form of placards that hang from vehicle mirrors have been developed by the appropriate State agencies (SCEMD, SLED, DHEC and the Department of Insurance) in conjunction with private sector medical and insurance organizations to permit entry into the affected area. At the State level, these passes are controlled by and distributed by DHEC, the Department of insurance and SCEMD.
- b. Darlington County will use passes that will be issued locally to allow entry into disaster areas. Re-entry passes will be developed that will identify the holder as an emergency response employee, Damage Assessment Team or residents that are being allowed to return to their homes. These passes will be controlled by the Emergency Services Department and Planning Department.

3. Re-entry Priorities: Re-entry priorities will be established by county and state officials. Priority of issues of immediate concern may include, but will not be limited to;

- a. securing the disaster area, protecting public safety and establishing effective communications.
- b. assessing the immediate emergency needs of those impacted by the disaster (food, water, clothing, medical supplies, etc.) and taking the appropriate steps to meet those needs; i.e., clearing of roadways for emergency vehicles.
- c. identifying and eliminating hazards to public health.
- d. assessing damages to essential public facilities and services (electricity, telecommunications, transportation systems, etc) and taking the appropriate steps to restore essential facilities and services.

L. Debris Management Procedures:

1. During the county-wide damage assessment, a representative of Environmental Services will make an estimate on the amount of disaster debris that must be disposed of. Following this assessment, the Director of Environmental Services will coordinate with DHEC and the Emergency Services Director to establish burn sites for disaster debris. Debris that cannot be disposed of through burn sites will be disposed of in the county landfill. It is essential that the Environmental Services Director keep the EOC informed on the available space in the landfill.

2. Should the disaster debris projections exceed the capacity of the landfill, then the Environmental Services Director will recommend alternate disposal sites for disaster debris.
 3. Whenever possible, local companies that have the equipment and capability will be used for disaster debris removal. Contracts with local companies will be initiated accordance with current county policy. Once all local resources have been exhausted, contracts with vendors from outside the county and state may be initiated.
 4. When possible, software programs that are available through SCEMD will be used to provide an estimate on the quantities of debris generated by the disaster.
- M. Donated Goods and Volunteer Services: See Annex 7 (ESF-7 – Resource Support (Disaster Logistics Plan), Appendix 2 (Donated Goods and Volunteer Services).
- N. Temporary Housing: Presently, there are no locations in the County that are specifically designated for Temporary Disaster Housing. Following a disaster, the primary areas that will be identified and used for Temporary Disaster Housing will be either current mobile home facilities that are not at peak capacity or former mobile home parks that are no longer in business. The County cannot afford to enter into contracts to hold areas of real estate for temporary disaster housing.
- O. Disaster Recovery Center Location(s): Based on the experience gained in 2004, the two National Guard facilities in Darlington and Hartsville will be used as Disaster Recovery Centers. Both of these facilities have sufficient space to accommodate FEMA's needs for operation of the DRC. The Hartsville National Guard Armory is located at 700 South 14th Street. The Darlington National Guard Armory is located at 1764 Harry Byrd Hwy.
- P. Records Management: Records will be maintained in accordance with Federal, State and County regulations. As minimum all records generated during a following a disaster will be maintained until such times as all possible recovery costs have been accomplished. These same records will be reviewed as part of a lessons learned process to determine if changes are needed in plans, policies or procedures.

IV. Responsibilities:

A. Preparedness Phase:

1. Planning Director and Emergency Services Director:

- a. Develop systems to use predictive modeling, including the HAZUS loss estimation methodology, to determine vulnerable critical facilities as a basis for identifying recovery activities.
 - b. Develop plans to address key issues for disasters such as incident and permanent housing, debris removal, decontamination and environmental restoration, restoration of public facilities and infrastructure, restoration of the agricultural sector and short and long-term economic recovery.
 - c. Develop and organize damage assessment teams and plans to obtain and analyze damage assessment data.
 - d. Identify, train and assign personnel to staff ESF-14.
 - e. In coordination with the Tax Assessor and Codes Enforcement identify, train and assign personnel to staff the Damage Assessment Team.
 - f. Plan for and coordinate the County's flood mitigation program.
2. All support agencies for this annex:
- a. All agencies, departments and activities that are assigned and identified with a primary or support role in this annex are responsible for developing and maintaining plans, policies and SOPs necessary to support the implementation of this annex.
 - b. Identify, train and assign personnel to execute missions in support of ESF-14 during and following a disaster.
 - c. All EOC Staff and emergency response personnel will integrate NIMS principles into all planning. All EOC staff will complete the IS-100, IS-200, ICS-300 Incident Command courses or an approved equivalent course (IS-195, IS-100LE, IS-100PW or SCFA 16-hour Incident Command course) in addition to the IS-700 NIMS Awareness course and IS-800, Introduction to the National Response Plan courses.
 - d. All departments and agencies involved in response and recovery activities will insure that as a minimum their personnel will complete the IS-100, IS-200, ICS-300 Incident Command courses or an approved equivalent course (IS-195, IS-100LE, IS-100PW or SCFA 16-hour Incident Command course) in addition to the IS-700 NIMS Awareness course and IS-800, Introduction to the National Response Plan courses.
 - e. All departments and agencies involved in response and recovery activities that will have personnel in command of various incidents will insure that as a minimum their personnel will complete the IS-100, IS-200, ICS-300 and the

ICS-400 Incident Command courses or an approved equivalent course (IS-195, IS-100LE, IS-100PW or SCFA 16-hour Incident Command course) in addition to the IS-700 NIMS Awareness course and IS-800, Introduction to the National Response Plan courses.

- f. Annually review the Department of Homeland Security Universal Task List and integrate tasks as appropriate.

B. Response Phase:

NOTE: All incidents in Darlington County will be managed using the National Incident Management System (NIMS) Incident Command System/Unified Command System.

1. Emergency Services Director:

- a. Use predictive modeling, including the HAZUS loss estimation methodology and the SC Emergency Debris Estimation Program SCEDEP), to determine vulnerable critical facilities as a basis for identifying recovery activities.
- b. Document damage assessment information received in the EOC to determine the priority areas for the damage assessment teams to survey.
- c. As soon as the magnitude of the disaster is determined request that the SCEMD deploy the State Assessment Team.
- d. Request a damage assessment team from the Red Cross.
- e. Notify all ESF-14 supporting agencies upon EOC activation.

2. Planning Director:

- a. Implement plans that address key issues such as temporary and permanent housing, debris removal, decontamination and environmental restoration, restoration of public facilities and infrastructure, restoration of the agricultural sector and short and long-term economic recovery.
- b. Notify all ESF-14 supporting agencies upon EOC activation.
- c. Assign staff to identify and document the economic impact and losses avoided due to previous mitigation projects and determine new priorities for mitigation in the affected areas.
- d. Review local mitigation plans for the early identification of mitigation projects to reduce socio-economic consequences.

- e. Organize Damage Assessment teams and develop plans to obtain and analyze damage assessment data.
 - f. Coordinate the identification of federal and state programs to support the implementation of long-term recovery plans.
 - g. Provide technical assistance in county and municipal planning.
 - h. In conjunction with the Emergency Services Director and Environmental Services Director plan for and coordinate debris management.
 - i. In conjunction with the Department of Natural Resources, coordinate the National Flood Insurance Program.
 - j. Conduct outreach activities on floodplain management and insurance as deemed appropriate based on the event.
 - k. Assist in the development of flood recovery maps as necessary.
2. Damage Assessment Team(s) (Planning, Codes Enforcement, Tax Assessor):
- a. When activated, report to the EOC with the equipment and items listed in Appendix 1, Tab 1, this annex.
 - b. Conduct a thorough damage assessment of the areas of the county that are assigned to each field assessor.
 - c. Document your findings on the forms provided in this annex. These forms may be reproduced as necessary.
 - d. Use photos or sketches to provide additional documentation of the damages found in your assigned area.
3. ESF-1 – Transportation (School District, Roads and Bridges, SCDOT):
- A. Plan for and provide technical assistance in transportation planning and engineering.
 - B. Coordinate the damage assessment of the County's road system, both county, state and interstate, including structural evaluations of all bridges in the county.
 - C. Assist in obtaining transportation assistance as needed in the removal and disposal of disaster debris.
4. ESF-3 – Public Works (Darlington County Water and Sewer Authority, Environmental Services):

- A. In conjunction with ESF-1 – Transportation, determine the transportation requirements necessary to conduct debris removal operations.
 - B. In conjunction with Environmental Services, determine the capability of the landfill to accept disaster debris or establishing burn sites for disaster debris.
 - C. In conjunction with ESF-7 – Resource Support, contract with local vendors to conduct immediate debris removal operations and when the debris removal capacity exceeds local capabilities, coordinate with national companies to conduct debris removal.
 - D. In conjunction with ESF-1 – Transportation, Roads and Bridges and SCDOT determine the priority for clearing the road system in the county.
 - E. Provide all the tasking and missions assigned in Annex 3 – ESF-3.
 - F. Insure that the Water and Sewer Authority conducts the appropriate tests to insure that water quality is maintained following the disaster.
5. ESF-4 – Firefighting:
- A. Conduct an immediate assessment on the capability and availability of firefighting resources in the county (both county and municipal systems).
 - B. Determine the immediate need for firefighting services with ongoing fires as a result of the disaster.
 - C. In conjunction with ESF-8 and ESF-13, coordinate ESF-9 – Search and Rescue and ESF-10 – Hazardous Material operations in the county.
 - D. Coordinate mutual aid request and any request for activation of the Firefighter Mobilization Act through the EOC.
 - E. Continue to provide tasking and missions as assigned in Annex 4 – ESF-4.
6. ESF-6 – Mass Care (DSS, Red Cross, Salvation Army):
- A. Establish and operate shelters as directed by the Emergency Services Director.
 - B. Insure that shelters are staffed with personnel from DSS, Red Cross, DHEC Nurses, the School District and an ambulance from the assigned Rescue Squad(s).
 - C. The Red Cross and Salvation Army will establish feeding operations as needed and as directed by the Emergency Services Director.

- D. Provide all services and mission as assigned in and directed in Annex 6 – ESF-6.

7. ESF-7 – Resource Support (Finance Director):

- A. As the Individual Assistance Coordinator and Public Assistance Coordinator, insure that accurate and timely information is provided to the general public on the availability of assistance from FEMA.
- B. Coordinate with ESF-12 – Energy to determine the number of residents without power so that adequate quantities of relief supplies can be ordered.
- C. Coordinate with all county agencies to insure that adequate resources are available to conduct recovery operations.
- D. Coordinate with all county agencies to insure that adequate documentation is being maintained to insure that the county recovers all eligible costs.
- E. Upon notification that a Presidential Disaster Declaration has been approved that includes Darlington County, coordinate with FEMA, the Emergency Services Director and Planning Director to determine a location(s) to establish a Disaster Recovery Center (DRC). (See the SC Recovery Plan).
- F. Continue to provide the tasking and missions assigned in Annex 7 – ESF-7.

8. ESF-8 – Health and Medical Services (EMS, Region 4 Health District):

A. Region 4 Health District:

- 1. Through the District Environmental Quality Control section, provide technical assistance in the removal and management of contaminated debris and environmental remediation.
- 2. Through the District Environmental Quality Control section, assist the Environmental Services Department and ESF-3 in disaster debris management and removal.

B. EMS Coordinator:

- 1. In conjunction with the Damage Assessment Team, conduct an immediate assessment of the availability and capability of area hospitals and medical facilities to provide patient care.
- 2. Conduct an immediate assessment of the EMS service and local rescue

squads to provide emergency medical services.

3. Coordinate with ESF-3, the County Water and Sewer Authority to determine their ability to provide potable water for the county. Insure that appropriate test are run to insure water quality.
 4. In conjunction with the Region 4 Health District and Codes Enforcement, coordinate the vector control program.
 5. In conjunction with the Region 4 Health District, local medical facilities and the Coroner, coordinate the request and activation of the NDMS and DMORT activities.
 6. Provide services and missions assigned in Annex 8 – ESF-8.
9. ESF-9 – Search and Rescue:
- A. Determine if search and rescue operations are required following the disaster.
 - B. Determine if search and rescue operations can be conducted using only local assets.
 - C. If assistance is needed for the State Search and Rescue Team, submit the request through the EOC.
 - D. Coordinate all search and rescue operations through ESF-4, ESF-8 and ESF-13 to insure that adequate local assistance is received.
 - E. Provide the services and missions as assigned in Annex 9 – ESF-9.
10. ESF-10 – Hazardous Materials:
- A. Determine if hazardous materials operations are required following the disaster.
 - B. Determine if hazardous materials operations can be conducted using only local assets.
 - C. If assistance is needed for the DEHEC Hazardous Materials Team, submit the request through the EOC.
 - D. Coordinate all hazardous materials operations through ESF-4, ESF-8 and ESF-13 to insure that adequate local assistance is received.
 - E. Provide the services and missions as assigned in Annex 10 – ESF-10.

11. ESF-11 – Food (School District Food Services Coordinator and Clemson Extension Service):
 - A. School District Food Services Coordinator:
 1. Coordinate the use and recovery of USDA food supplies used during shelter operations.
 2. Coordinate with the Red Cross and Finance Director (ESF-7) in determining the quantities of food needed to sustain shelter operations.
 - B. Clemson Extension Services:
 1. In conjunction with the Emergency Services Director and Planning Director, assist the Damage Assessment Team in determining the disasters impact on agriculture in the county.
 2. In conjunction with the School District Food Services Coordinator and County Finance Director (ESF-7) assist in determining the availability of USDA food stocks for use in shelter operations during the disaster.
 3. Assist local farmers in coordinating federal and state disaster assistance and loans for their agricultural losses.
 4. Provide technical assistance for agricultural market recovery and resource conservation.
12. ESF-12 – Energy (Planning Department):
 - A. Coordinate with Progress Energy (Line Division) and Pee Dee Electric Cooperative to determine the number of customers without power. Provide ESF-7 – Resource Support with this information.
 - B. Coordinate with the local telephone companies (landline and cellular) to determine the number customers without telephone service.
 - C. Coordinate with SCE&G to determine if the natural gas pipelines in the county have been damaged during the disaster.
 - D. Continue to provide the tasks and missions assigned in Annex 12 (ESF-12).
13. ESF-13 – Law Enforcement/ESF-16 – Emergency Traffic Management (Sheriff's Office, SCHP and municipal police departments):
 - A. Assign local law enforcement personnel to provide security at;

1. relief supply distribution sites.
 2. relief supply receiving points.
 3. areas where homes or critical infrastructure has been significantly damaged.
 4. areas where looting may occur.
 5. emergency shelters.
- B. Local law enforcement will enforce curfews imposed by County Council.
 - C. Establish traffic control around areas where homes and critical infrastructure have been damaged.
 - D. Establish traffic control points as necessary to establish security around disaster areas.
 - E. Determine the need for assistance from state assets (SLED, SC National Guard, etc.) to maintain security around disaster areas.
 - F. Verify that personnel attempting to enter restricted or disaster areas are residents or response personnel who can display approved access passes prior to entry.
 - G. Submit all requests for law enforcement assistance through the EOC.
 - H. Establish assembly areas for law enforcement assistance arriving from other counties across the state.
 - I. Perform the missions assigned in Annex 13 – ESF –13 and Annex 16 – ESF-16.
14. ESF-15 – Public Information:
- A. Approve all press releases from all county agencies prior to release to the media.
 - B. Insure that procedures are in place to insure that timely and accurate information is provided to the public regarding;
 1. status of emergency conditions within the affected areas.
 2. the availability of emergency services.
 3. additional measures necessary to protect public health and safety.

4. availability of relief of relief supplies and donated goods.
 5. status of power and telecommunications services being restored.
 6. availability and safety of water through the County's water and Sewer Authority.
- C. Establish the County's JIC and insure that it is staffed appropriately.
 - D. Coordinate and conduct tours for the media and VIPs in the affected areas.
 - E. Continue to provide the missions assigned in Annex-15 – ESF-15.
15. ESF-17 – Animal Emergency Response (Humane Society and Clemson Extension Service):
- A. In conjunction with ESF-15 – Public Information, provide accurate and timely information on the appropriate care for their pets, horses and/or livestock.
 - B. Establish a resource list of pet friendly hotels, motels, kennels or farms that pets, horses and/or animals can be boarded during and after a disaster.
 - C. Continue to provide all missions assigned in Annex 17 – ESF-17.
- C. Recovery Phase:
1. Develop and implement plans to reduce the socio-economic consequences of the disaster.
 2. Deploy damage assessment teams to obtain and analyze damage assessment data.
 3. In conjunction with state and federal teams, assign staff to identify and document the economic impact and losses avoided due to previous mitigation and new priorities for mitigation in affected areas.
 4. Coordinate the identification of federal and state programs to support the implementation of long-term recovery plans.
- D. Mitigation Phase:
1. Using the HAZUS loss estimation methodology and other mitigation strategies, plan for mitigation measures.
 2. Document matters that should be included in briefings and situation reports and action plans.

3. Coordinate the assessment and revision of existing mitigation plans as necessary.
4. Review the Pee Dee Regional Mitigation Plan to identify potential mitigation strategies.

V. Administration and Logistics:

A. Administration:

1. A catastrophic emergency will require the expenditure of large sums of local funds. Financial operations will be carried out under compressed schedules and intense political pressures, which will require expeditious pressures that meet sound financial management and accountability requirements.
2. County agencies and departments conducting recovery activities will be responsible for organizing their headquarters to provide financial support for their operations. Each agency and department is responsible for maintaining appropriate documentation to support requests for reimbursement, for submitting bills in a timely manner and for closing out mission assignments.
3. The approval to expend funds for response and recovery operations will be given by the department head from each agency or department involved in recovery operations. Each agency or department should designate a responsible person to insure that actions taken and costs incurred are consistent with identified missions.
4. Each agency or department is responsible for establishing effective administrative controls to guide the expenditure of funds. Care must be taken throughout the course of the emergency to maintain logs, records and file copies of all expenditures to provide reasonable accountability and justification for federal reimbursement. Each agency or department is responsible for maintaining records, receipts and all other documentation necessary to support claims, purchases, reimbursements and disbursements. record-keeping is necessary to facilitate close-outs and to support post-emergency audits.
5. Each agency should maintain detailed records of the following types of expenditures, which may be incurred while providing requested assistance:
 - a. wages (regular and overtime) of employees involved in the recovery efforts.
 - b. costs of work, materials and services procured under contract to support implementation of recovery efforts.
 - c. costs of materials, equipment and supplies (including transportation,

maintenance and repair) from regular county stock.

- d. costs incurred which are paid from trust, revolving or other funds and which reimbursement is required by law.
- e. other costs incurred to provide assistance or otherwise facilitate recovery efforts.

- B. Logistics: Administrative supplies for the initial operation of each ESF will be provided by the Emergency Services Department. Departments or agencies tasked with EOC staffing responsibilities will assist with providing administrative supplies during EOC operations, based on the type of event, personnel will be assigned to each ESF cell as necessary to support the county's response to the event.
- C. Departments and agencies will provide laptop computers for use in each ESF for Internet and WebEOC access. The Emergency Services Department will provide laptops or computer access for outside agencies tasked with supporting the County's radiological emergency response.

VI. State and Federal Interface:

- A. This annex is supported by the South Carolina Recovery Plan and the National Response Plan, ESF-14 – Long-term Community Recovery and Mitigation. All personnel assigned to ESF-14 will be familiar with the contents of the State Recovery Plan and the ESF-14 annex in the National Response Plan. State ESF-14 will coordinate with Federal ESF-14 to obtain federal assistance as required.
- B. Federal support is tailored based on the type, extent and duration of the event and long-term recovery period and on the availability of federal resources. Federal ESF-14 will be organized as a part of either the DFO or JFO.
- C. All ESF-14 personnel will be familiar with the National Response Plan (NRP) and the corresponding annex with Federal counterpart concepts, actions and responsibilities. This familiarization will include but not be limited to the make-up, functions and responsibilities of the Emergency Response Team – Advanced Element (ERT-A), Interagency Incident Management Groups (IIMG) and the Joint Field Office (JFO).

VI. Annex review and maintenance: This annex (ESF) will be reviewed annually by the primary action agency, department or individual with changes submitted to the Emergency Services Department by November 30th of each year for inclusion into the EOP. Following exercises or actual events the annex will be reviewed to determine if changes are required. If no changes are required, the primary action agency,

department or individual will certify to the Emergency Services Director that the annex has been reviewed and changes are not required.

VII. Coordinating Instructions: This annex is effective for planning upon receipt and execution upon order.

Appendices:

Appendix 1: Damage Assessment Team Guidelines and Procedures:

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Appendix 1 (Damage Assessment Team Guidelines and Procedures) to Annex 14 (ESF-14 - Long-term Community Recovery and Mitigation) to the Darlington County Emergency Operations Plan

I. Introduction: Disasters (natural or man-made) may occur in Darlington County at any time and cause varying degrees of damage and destruction. A Damage Assessment program is essential in a disaster situation to evaluate the estimated cost of damages and/or loss to agriculture, infrastructure, property (county, state and private) and equipment. Damage Assessment provides the basis for the Governor of South Carolina to proclaim an emergency or disaster situation and/or to request Federal assistance, including a Presidential disaster Declaration.

II. MISSION: To provide for the coordination and utilization of all Damage Assessment personnel in Darlington County during any disaster situation; and, further, to provide the basis for the Governor of South Carolina to proclaim an emergency or disaster and/or to request Federal assistance. To provide a detailed appraisal of any damage sustained in Darlington County as a result of a disaster.

III. Concept of Operations:

- A. The Darlington County Planning Director is designated Damage Assessment Team Leader. He is responsible for coordinating and managing all damage assessment activities resulting from any disaster situation. In conjunction with the Emergency Services Director, he will designate the best team organization and determine the number of damage assessment teams required, based on the scope of the disaster. The Damage Assessment Teams will be composed of the Field Appraisers from the tax Assessor's Office, Building Inspectors from codes Enforcement and the Flood Plain Manager from the Planning Department. Additional personnel will be assigned to the team(s) as needed, based on the scope of the disaster. The Recovery Coordinator(s) will consolidate the damage assessment reports of individual damage assessment teams into the Darlington County Damage Assessment Report.
- B. Damage Assessment activities will be coordinated and directed from the Emergency Operations Center (EOC).
- C. Damage Assessment Teams will be activated at the request of the Emergency Services Director and Planning Director. Teams will assemble at the EOC.
- D. The Emergency Services Director in conjunction with the Planning Director will designate the areas to be surveyed, and establish priorities for the collection of damage data. A "ready box" will be maintained in the Emergency Services Office for the Damage Assessment Team. The box will consist of SOP's, Damage

Assessment Forms and Identification cards. Maps will be jointly prepared by the Emergency Services Office and Tax Assessor's Office for Damage Assessment Team members prior to deployment to a field location. These maps will indicate the areas where reports of damage have been received and areas for immediate survey.

- E. The Damage Assessment Teams will determine the type of destruction and the areas involved. Any additional assistance needed to collect the required data will be requested through the EOC. Photographs and sketches will be used whenever practical to validate the written reports.
- F. Preparations for Damage Assessment:
 - 1. Once conditions allow, a rapid and thorough assessment of the disaster area must be conducted to identify the immediate unmet emergency needs of disaster victims; to assess the overall damage to homes and to businesses; to assess the overall damage to critical public facilities and services and to determine whether these damages warrant supplemental state and federal assistance.
 - 2. The decision to deploy the State Assessment Team is made in coordination with local government. Upon receipt of a request, the appropriate state authorities will discuss with county officials the number of teams to be deployed, their estimated arrival times, projected length of stay and the need for additional resources.
- G. Conducting the Damage Assessment: Depending upon the circumstances, damage assessment activities are generally conducted in one of three ways:
 - 1. Fly-over: A fly-over is generally conducted when there may be no other way to get into the area; when the damage area is so large that this method provides the best opportunity to identify specific areas to be surveyed by damage assessment teams; or when the damage is so extensive and catastrophic that the need for a detailed damage assessment may not be necessary.
 - 2. Windshield survey: A Windshield survey is conducted to assess a large area in a relatively short time span. It may be used when a general overview of the area is all that is required. A windshield survey provides the opportunity for team members to exchange views as they assess the area together. This process allows for the team to quickly record the number of homes and businesses destroyed or damaged. The raw figures acquired by this method can be extrapolated to give an overview of the extent of the disaster.
 - 3. Walk-through: A Walk-through is the most thorough and time-consuming method for damage assessment. This method is most often used when the assessment needs to be detailed and specific. In a marginal situation, detailed

information needs to be gathered in order to assess the extent to which the jurisdiction is eligible for Federal disaster assistance.

- H. Housing Damage Assessment Data: When assessing damage to individual homes, information on the extent of damages will be recorded on the Initial Damage Assessment – Housing and Business Losses form. The following rules apply for housing assistance:
1. Primary versus secondary residences. Secondary homes are not eligible for disaster assistance; however, they should be included in the overall disaster impact.
 2. Homeowner or rental property: Homeowners are eligible for assistance for losses to both property and contents, whereas, renters may be only eligible for losses to contents.
 3. Extent of damage:
 - a. FEMA considers damage that is 10 percent or less of the fair market value as minor; major damage (structural damage to foundations, walls, roofs, etc.) falls with the range of 11 percent to 74 percent of the fair market value; and structures damaged in excess of 74 percent of the fair market value are considered destroyed.
 - b. The Small Business Administration (SBA) considers 40% or more uninsured damage as major damage and everything else is minor damage.
 4. Insured versus uninsured damage: Insured damages and losses are not eligible for disaster assistance.
- I. Public Assistance Damage Assessment Data: When assessing damage to public facilities, information on the extent of damages will be recorded on the Initial Damage Assessment – Public Assistance form. Some of the information needed to complete this form may need to be collected in follow-up meetings with local officials.
1. Damage assessment teams will assess and record expenses for the following public services:
 - a. debris removal.
 - b. the personnel, materials and equipment used in responding to the emergency.
 2. Damage assessment teams will assess damage to the following public facilities:
 - a. roads, streets and bridges.

- b. water control facilities such as drainage systems, dikes or levees.
- c. buildings and equipment; with the focus on critical public infrastructure.
- d. public utilities.
- e. parks and recreational facilities.
- f. schools.

IV. ADMINISTRATION AND LOGISTICS:

A. Administration:

1. Initial Damage Assessment reports will be made to the EOC within twenty-four (24) hours after the disaster occurs.
2. An estimate of expenditure and obligated expenditures will be submitted to both the County and State EOCs before a Presidential Declaration is requested.
3. Additional reports will be required when requested by the Emergency Services Director depending on the type and magnitude of the disaster.

B. Logistics:

1. Supplies, equipment and transportation organic to each organization will be utilized by that organization in the accomplishment of its assigned responsibility or mission.
2. Additional supplies, equipment and transportation essential to the continued operation of each organization will be requested through ESF-7 – Resource Support in the Emergency Operations Center.

Tab 1 (Damage Assessment Guidelines) to Annex 14 (ESF-14 - Long-term Community Recovery and Mitigation) to the Darlington County Emergency Operations Plan

1. Personnel from the Tax Assessor's Office, Codes Enforcement and Planning Department will constitute the "field force" that will perform the preliminary damage assessment for the county. This "field force" may be augmented with personnel from other departments after coordination with the Emergency Services Director, Tax Assessor and appropriate department head.
2. Damage Assessment Team personnel will report to the EOC for mission assignment. The GIS personnel from Emergency Services and the Tax Assessor's Office will jointly provide the appropriate maps needed to conduct the damage assessment. Damage Assessors should bring the following items with them when reporting for duty at the EOC.
 - a. Pens or pencils
 - b. Writing pads
 - c. Digital camera or Polaroid camera.
 - d. Extra 3 1/2 inch floppy disks or blank CDs (Bring the appropriate media device that your camera uses. (Minimum of 4 blank disks or CDs.)
 - e. Laptops or PDAs with the appropriate tax information necessary to conduct the assessment.
 - f. A copy of Annex 14, ESF-14 (Long-term Community Recovery and Mitigation) Appendix 1, Damage Assessment Guidelines from the County EOP.
 - g. A file will be maintained in the Emergency Services Department with copies of the Damage Assessment forms for home, businesses and the Damage Assessment Summary Form. This file will also contain a copy of this annex.
3. Darlington County is responsible for conducting the preliminary damage assessment (PDA) following a disaster. Assistance may be requested from the SC Emergency Management Division and the American Red Cross. Once the county and state have conducted the PDA, the Federal Emergency Management Agency (FEMA) will send a FEMA team to conduct a PDA in order to determine if the county qualifies for a Presidential Disaster declaration. It is essential that the county's PDA be as accurate as possible and should be completed within the first 24 to 48 hours following a disaster.
4. Although both FEMA and the Red Cross conduct damage assessments, each

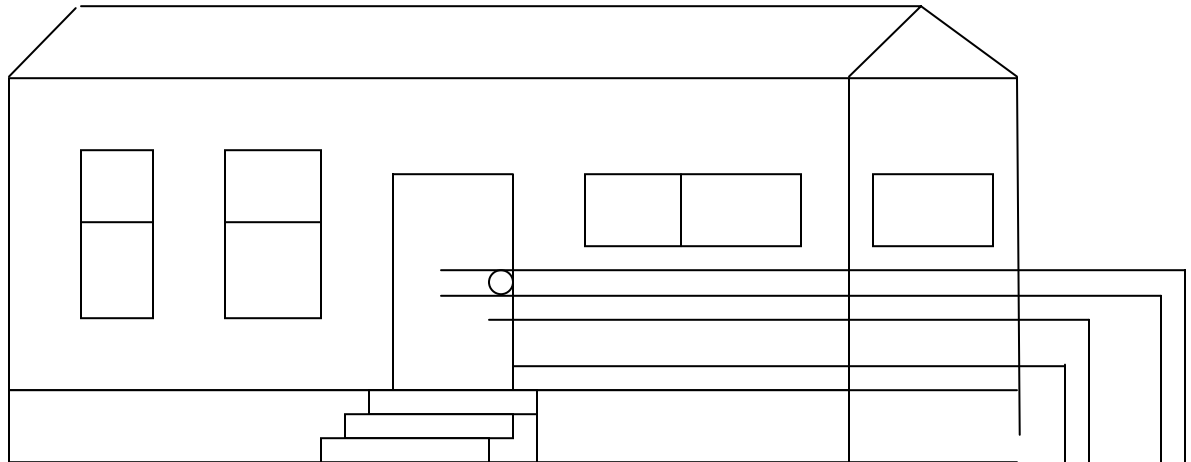
agency takes a slightly different approach to the assessment. FEMA's focus on damage assessment is the cost of repair necessary to restore the home to its fair market value. FEMA will look at the disasters impact on heating and cooling units as well as the impact that flooding may cause on underground septic tank systems and wells used by the home owner for potable water. The Red Cross approach is to determine what it will cost to return the home to a condition that will allow the family to remain in the home. The bottom line in both assessment approaches is to restore the home so the family can remain in the home. The following general guidelines have been developed using available FEMA and Red Cross damage assessment information. Additional information can be found in the State EOP, Appendix 6, SC Recovery Plan.

Figure(s) 1, 2 and 3 on the following pages contains guidelines to assist in the conduct of the damage assessment. The guidelines were developed using information received from FEMA and the American Red Cross. The information in the guidelines is not considered absolute. If the Assessor sees or determines that there is damage to the residents home or business, that observed damage should be recorded for inclusion in the assessment, even if it is not in the general guidelines. Assessors should indicate any damage that may help the citizen's eligibility for disaster assistance.

Figures 4, 5 and 6 are instructions on the how to fill out the assessment forms and the summary page. The information contained on these is crucial to assist the county in determining eligibility to qualify for Disaster Declarations.

Figures 7, 8 and 9 are the forms used during the damage assessment. These forms may be reproduced as necessary to meet mission requirements.

Figure 1 (Mobile Home Flood Damage Criteria) to Appendix 1 (Damage Assessment Guidelines and Procedures) to Annex 14 (ESF-14 - Long-term Community Recovery and Mitigation) to the Darlington County Emergency Operations Plan



Affected Habitable/Operable - Flooding 0" to 6" - Less than 5% damage to the home.

Minor Damage Uninhabitable/Inoperable - Minor Flooding 6" to 24" - Less than 11% damage to the home.

Major Damage Uninhabitable/Inoperable - Major flooding 24" to 48" - 11% to 74% damage to the home.

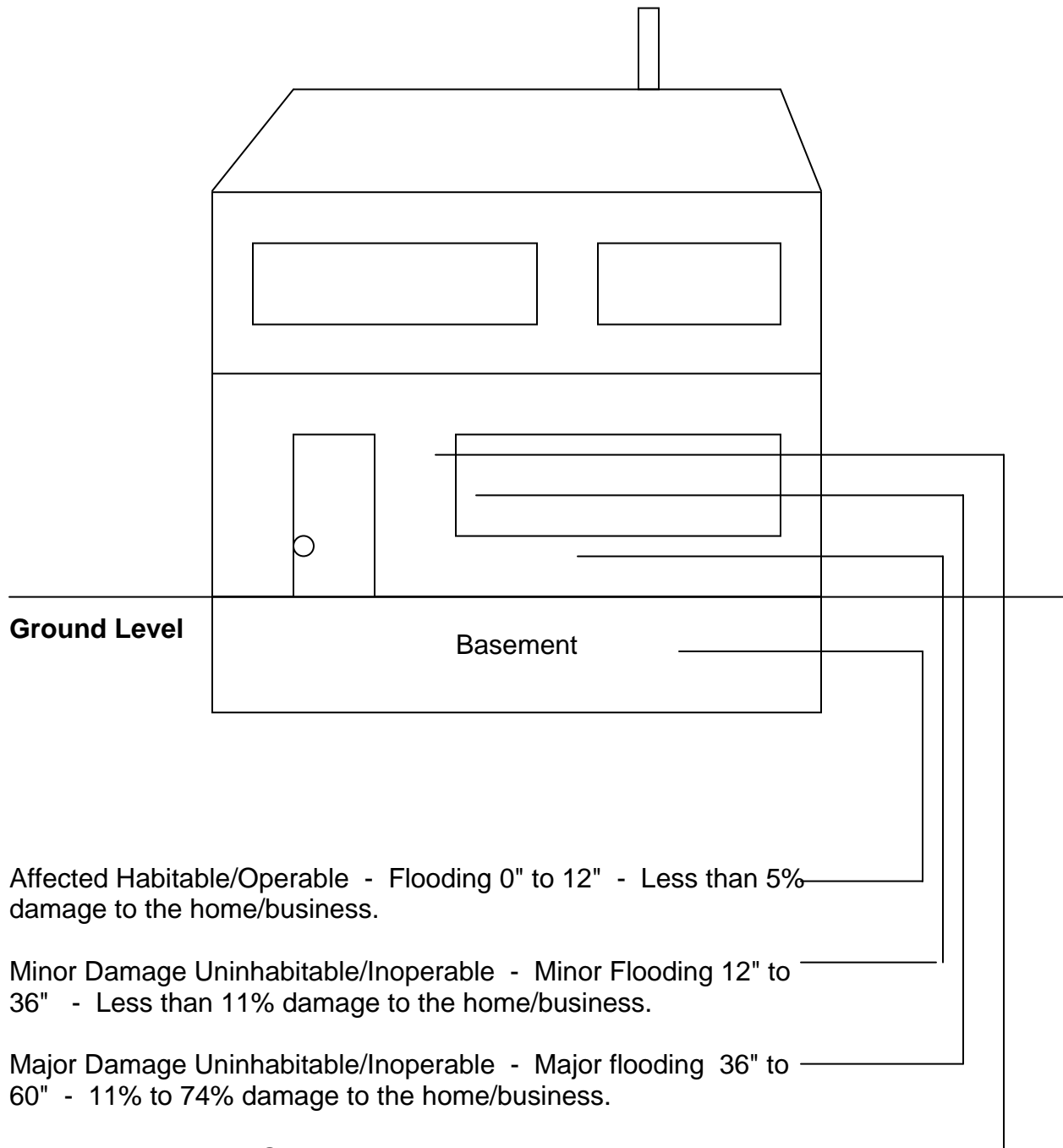
Destroyed - 48+" - Greater than 74% damage to the home.

These guidelines are established from both FEMA and Red Cross damage assessment criteria. Some tips to determine possible flood damage!

1. Look for definitive waterline that will indicate the height of the flooding.
2. Look for a definitive waterline on heating and cooling units. A submerged unit may dry out and restart, but the electronics in it will eventually fail due to the water immersion.
3. Look for indications that the water was under the home and may have rose high enough to affect sills and flooring.
4. Look for indications that water may have affected electrical wiring and service for the residence.
5. Determine if the resident is using a county or municipality provided water and sewer service or if they use in ground septic tank systems or get their water from a well.

6. Look for underpinning that may have washed away in a flood.
7. Look for other signs of obvious storm damage.

Figure 2 (Manufactured or conventional built Single Family Dwelling, Apartment or Business) to Appendix 1 (Damage Assessment Guidelines and Procedures) to Annex 14 (ESF-14 - Long-term Community Recovery and Mitigation) to the Darlington County Emergency Operations Plan



Affected Habitable/Operable - Flooding 0" to 12" - Less than 5% damage to the home/business.

Minor Damage Uninhabitable/Inoperable - Minor Flooding 12" to 36" - Less than 11% damage to the home/business.

Major Damage Uninhabitable/Inoperable - Major flooding 36" to 60" - 11% to 74% damage to the home/business.

Destroyed - 60+" - Greater than 74% damage to the home or business.

These guidelines are established from both FEMA and Red Cross damage assessment criteria. Some tips to determine possible flood damage!

1. Look for definitive waterline that will indicate the height of the flooding.
2. Look for a definitive waterline on heating and cooling units. A submerged unit may dry out and restart, but the electronics in it will eventually fail due to the water immersion.
3. Look for indications that the basement was flooded or that water was under the home and may have rose high enough to affect sills and flooring.
4. Look for indications that water may have affected electrical wiring and service for the residence.
5. Determine if the resident is using a county or municipality provided water and sewer service or if they use in ground septic tank systems or get their water from a well.
6. Look for underpinning that may have washed away in a flood.
7. Look for other signs of obvious storm damage.

Figure 3 (Non-Flood Damage Considerations) to to Appendix 1 (Damage Assessment Guidelines and Procedures) to Annex 14 (ESF-14 - Long-term Community Recovery and Mitigation) to the Darlington County Emergency Operations Plan

Non-Flood Damage Considerations			
Destroyed	Major	Minor	Affected
Total Collapse	Large portions of roof missing or debris penetration	Minor structural damage	Some shingles and/or siding missing
Shifted on foundation	One or two walls missing	Damage to small sections of roof	Debris against or around dwelling
Not economically feasible to repair	Slight twisting or bowing of mobile home frame	Numerous windows broken	Structure damage considered to be a nuisance
Mobile home walls collapsed	Forceful penetration of mobile home walls with debris	Large portions of roofing or siding missing	Mobile home skirting is damaged or missing
Mobile home turned over		Penetration damage where it is believed no structural damage has occurred.	Dwelling is livable without repairs
Mobile home frame buckled or significantly twisted			

Figure 4 (Preparation Instructions for the Preliminary Damage Assessment Form for Homes) to Appendix 1 (Damage Assessment Guidelines and Procedures) to Annex 14 (ESF-14 - Long-term Community Recovery and Mitigation) to the Darlington County Emergency Operations Plan

1. CITY – Enter the City, town or municipality where the assessment is being conducted.
2. COUNTY – Enter "Darlington" in this block
3. STATE – Enter "SC" in this block.
4. TYPE OF DISASTER – Enter the type of disaster that occurred, (e.g. hurricane, flooding, tornado, etc).
5. ASSESSMENT TEAM – Enter the names of the Assessment Team member(s).
6. DATE OF ASSESSMENT – Enter the date the assessment was conducted.
7. NAME OF ADDRESS OF OWNER OR RESIDENT – Enter the complete name and address of the residence, home or apartment being assessed. Also enter if the resident is a renter.
8. APPRAISED TAX VALUE – Enter the appraised value of the damaged property. This data can be provided by the Tax Assessor's Office.
9. ESTIMATED DAMAGE – Enter the Assessor's estimated dollar value of the damage based on the criteria provided in this annex. (Example, Appraised value \$100,000; Assessor estimates 20% damage to residence, enter \$20,000.)
10. IS THE HOME ACCESSIBLE? – Enter Yes or NO indicating whether the home is accessible or not.
11. IS THE HOME LOCATED IN A FLOOD PLANE: - Enter Yes or No indicating if the home is located in a flood plane. If located in a flood plane enter the corresponding panel number for the flood plane.
12. NUMBER OF FLOORS IN THE HOME OR APT: - Enter the number of floors in the residence.
13. HOME – Indicate if this is the family's primary or secondary home. Cabins located on a lake or creek should be considered secondary homes unless they are occupied year round.
14. TYPE – Indicate if this is a single family (SF), multi-family (MF) or mobile home

- (MH).
15. STATUS – Indicate if the resident owns or rents the home. If renting, try to obtain the actual homeowner's name and contact information also. Enter this information in the comments block.
 16. AFFECTED HABITABLE – Indicate if the home has incurred damage, but is still suitable for the family to live in.
 17. DAMAGED UNHABITABLE - Indicate if the home has incurred major or minor damage based on the guidelines provided in this appendix.
 18. ESTIMATED INCOME – Indicate the approximate income level of the resident by checking the appropriate block. Low income earning less than \$20,000 per year; Medium income earns \$20,000 to \$50,000 per year; High income greater than \$50,000 per year.
 19. FLOOD INSURANCE – Indicate if the homeowner has flood insurance.
 20. IS THERE A BASEMENT – Indicate if the residence has a basement.
 21. WATER LEVEL IN LIVING AREA (INCHES) – Indicate if there is water inside the living area and if so either measure or estimate the depth of water inside the residence.
 22. WATER LEVEL IN BASEMENT (INCHES) – Indicate if there is water in the basement and if so either estimate or measure the depth of the water.
 23. IS THE ELECTRICITY ON – Indicate if the electricity is still on at the residence.
 24. COMMENTS – Enter any additional information the Assessor feels necessary to complete the preliminary damage assessment.

Figure 5 (Preparation Instructions for the Preliminary Damage Assessment Form for Businesses) to Appendix 1 (Damage Assessment Guidelines and Procedures) to Annex 14 (ESF-14 - Long-term Community Recovery and Mitigation) to the Darlington County Emergency Operations Plan

1. CITY – Enter the City, town or municipality where the assessment is being conducted.
2. COUNTY – Enter "Darlington" in this block
3. STATE – Enter "SC" in this block.
4. TYPE OF DISASTER – Enter the type of disaster that occurred, (e.g. hurricane, flooding, tornado, etc).
5. ASSESSMENT TEAM – Enter the names of the Assessment Team member(s).
6. DATE OF ASSESSMENT – Enter the date the assessment was conducted.
7. NAME OF ADDRESS OF BUSINESS – Enter the complete name and address of the business being assessed.
8. TYPE OF BUSINESS OR WHAT IS THE PRODUCT(S) PRODUCED? – Specify the type of industry and the specific products produced by the business. (Example, textile, paper, plastic, hotel, etc.,)
9. APPRAISED TAX VALUE – Enter the appraised value of the damaged property. This data can be provided by the Tax Assessor's Office.
10. ESTIMATED DAMAGE – Enter the Assessor's estimated dollar value of the damage based on the criteria provided in this annex. (Example, Appaised value \$100,000; Assessor estimates 20% damage to residence, enter \$20,000.)
11. IS THE BUSINESS ACCESSIBLE? – Enter Yes or NO indicating whether the business is accessible or not.
12. IS THE BUSINESS LOCATED IN A FLOOD PLANE: - Enter Yes or No indicating if the business is located in a flood plane. If located in a flood plane enter the corresponding panel number for the flood plane.
13. WATER LEVEL IN WORK AREA (INCHES) – Indicate if there is water in the work area and if so either estimate or measure the depth of the water.
14. IS THE ELECRICITY ON – Indicate if the electricity is still on at the business.

15. TYPE OF BUSINESS – Indicate if the business is operated by state government, county government, city/town government or a private business.
16. AFFECTED OPERATIONAL – Indicate if the home has incurred damage, but is still capable of being operated.
17. DAMAGED INOPERABLE - Indicate if the business has incurred major or minor damage based on the guidelines provided in this appendix.
18. ESTIMATED GROSS INCOME – Indicate the approximate income level of the business by checking the appropriate block. Low income earning less than \$30,000 per year; Medium income earns \$31,000 to \$75,000 per year; High income greater than \$76,000 per year.
19. NUMBER OF EMPLOYEES - Enter the number employees that work at the business.
20. PRIVATE INSURANCE – Indicate Yes or No if the business owner carries private insurance to cover losses.
21. FLOOD INSURANCE – Indicate if the business has flood insurance.
23. COMMENTS – Enter any additional information the Assessor feels necessary to complete the preliminary damage assessment.

(The remainder of this was intentionally left blank)

Figure 6 (Preparation Instructions for the Damage Assessment Summary Form) to Appendix 1 (Damage Assessment Guidelines and Procedures) to Annex 14 (ESF-14 - Long-term Community Recovery and Mitigation) to the Darlington County Emergency Operations Plan

The information contained on this form is crucial in that it shows the damage across the entire county or gives a snapshot of damages incurred during the disaster. This data is pulled from the Assessment Forms for Homes and Businesses.

1. COUNTY- Enter the name of the county being assessed.
2. INCIDENT TYPE – Enter the type of incident that occurred (e.g., tornado, flooding, hurricane, etc.,)
3. MUNICIPALITY – Enter the name of the municipality where the assessment is being conducted.
4. INCIDENT PERIOD – Enter the dates the disaster occurred.
5. HOUSING AND BUSINESSES – the totals entered in these blocks will be a cumulative total of all properties assessed.
 - A. TOTAL DAMAGED – Enter the total number of homes, businesses and mobile homes that were damaged.
 - B. MINOR DAMAGE <11% - Enter the total number of homes, mobile homes and businesses that have 11% or less in damages.
 - C. MAJOR DAMAGE 11 – 74% - Enter the total number of homes, mobile homes and businesses that received damage ranging from 11 to 74%.
 - D. DESTROYED >74% - Enter the total number of homes, mobile homes and businesses that were destroyed.
 - E. TOTAL LOSSES (ESTIMATED DOLLAR VALUE) – Using the "Estimated Damage" dollar values recorded on the Assessment Forms for Homes and Businesses, enter the total dollar value of the assessed damages.
 - F. TOTAL – Enter the totals for each column in this block.
6. PUBLIC FACILITIES - the dollar totals entered in these blocks will be a cumulative total of all properties assessed.
 - A. TOTAL DAMAGED – Enter the total dollar value of state and local government and private non-profit facilities that that were damaged and assessed. Use the

damage estimates from the Assessment Form for Businesses.

- B. MINOR DAMAGE <11% - Enter the total dollar value of state and local government facilities as well the number of private non-profit businesses that have 11% or less in damages.
 - C. MAJOR DAMAGE 11 – 74% - Enter the total dollar value of state and local government facilities and private non-profit businesses that received damage ranging from 11 to 74%.
 - D. DESTROYED >74% - Enter the total dollar value of state and local government facilities and private non-profit businesses that were destroyed.
 - E. TOTAL LOSSES (ESTIMATED DOLLAR VALUE) – Using the "Estimated Damage" dollar values recorded on the Assessment Form for Businesses, enter the total dollar value of the assessed damages.
 - F. TOTAL – Enter the totals for each column in this block.
7. TOTAL DAMAGES:
- A. HOMES AND BUSINESSES – Enter the total dollar value of the assessed homes and businesses.
 - B. PUBLIC FACILITIES – Enter the total dollar value of the assessed public facilities.
 - C. GRAND TOTAL – Total the Homes and Businesses block and public facilities block and enter the result in this block. The numbers entered in this block is the total damage estimate for the entire county.
8. DATE OF SURVEY – Enter the date the assessment was conducted.
9. DATE REPORT WAS PREPARED – Enter the date the report was prepared.
10. ASSESSOR (2 BLOCKS) – Enter the name of the person(s) preparing this report.

Figure 7 (Damage Assessment Summary Form) to Appendix 2 (Damage Assessment Guidelines) to Appendix 1 (Damage Assessment Guidelines and Procedures) to Annex 14 (ESF-14 - Long-term Community Recovery and Mitigation) to the Darlington County Emergency Operations Plan

DAMAGE ASSESSMENT SUMMARY					
Asterisk (*) indicates where estimated dollar figures should be used (Created October 7, 2004)					
County:			Incident Type:		
Municipality:			Incident Period:		
Housing and Businesses					
Structure Type	Total Damaged	Minor Damage <11%	Major Damage 11-74%	Destroyed >74%	Total Losses (Estimated dollar value)
Homes (Single & Multi Family)					
Mobile Homes					
Businesses					
Total					
Public Facilities					
(Estimated dollar losses based on appraised property value(s))					
Facility Type	Total Damaged	Minor Damage <11%	Major Damage 11-74%	Destroyed >74%	Total Losses
State Government					
Local Government					
Private Non-profit					
Total					
Total Damages					
(Estimated dollar losses based on appraised property value(s))					
Homes and Businesses		Public Facilities		GRAND TOTAL	
Date of Survey:			Assessor:		
Date Report Prepared:			Assessor:		

Figure 8 (Preliminary Damage Assessment Form for Homes) to Appendix 1 (Damage Assessment Guidelines and Procedures) to Annex 14 (ESF-14 - Long-term Community Recovery and Mitigation) to the Darlington County Emergency Operations Plan

Preliminary Damage Assessment Form for Homes (Modified November 12, 2004)													
CITY			COUNTY Darlington			STATE SC			TYPE OF DISASTER				
ASSESSMENT TEAM								DATE OF ASSESSMENT					
NAME AND ADDRESS OF OWNER OR RESIDENT (Include complete street address, route, apartment building, mobile home park, etc)													
APPRAISED TAX VALUE (\$)		ESTIMATED DAMAGE (\$)		IS THE HOME LOCATED IN A FLOOD PLANE? ___ YES ___ NO PANEL # _____			NUMBER OF FLOORS IN THE HOME OR APT:			PRIVATE INSURANCE ___ YES ___ NO		FLOOD INSURANCE ___ YES ___ NO	
HOME		TYPE			STATUS		AFFECTED HABITABLE		DAMAGED UNHABITABLE		ESTIMATED INCOME		
PRI	SEC	SF	MF	MH	OWN	RENT	YES	NO	MAJOR	MINOR	HIGH	MEDIUM	LOW
WATER LEVEL IN THE BASEMENT (INCHES)				IS THERE A BASEMENT? ___ YES ___ NO			WATER LEVEL IN BASEMENT (INCHES)			IS THE ELECTRICITY ON? ___ YES ___ NO			
COMMENTS: (Enter any additional comments necessary for assessment or enter any observed damage not specified in guidelines)													

Figure 9 (Preliminary Damage Assessment Form for Businesses) to Appendix 2 (Damage Assessment Guidelines) to Annex 14 (ESF-14 - Long-term Community Recovery and Mitigation) to the Darlington County Emergency Operations Plan

Preliminary Damage Assessment Form for Businesses (Modified November 12, 2004)											
CITY			COUNTY Darlington		STATE SC		TYPE OF DISASTER				
ASSESSMENT TEAM							DATE OF ASSESSMENT				
NAME AND ADDRESS OF BUSINESS (Include complete street address)											
TYPE OF BUSINESS OR WHAT PRODUCT DOES THE BUSINESS PRODUCE?											
APPRAISED TAX VALUE (\$)		ESTIMATED DAMAGE (\$)		IS THE BUSINESS ACCESSIBLE ___ YES ___ NO		IS THE BUSINESS LOCATED IN A FLOOD PLANE? ___ YES ___ NO PANEL # _____		NUMBER OF EMPLOYEES		PRIVATE INSURANCE ___ YES ___ NO	FLOOD INSURANCE ___ YES ___ NO
TYPE OF BUSINESS				AFFECTED OPERATIONAL		DAMAGED INOPERABLE		WATER LEVEL IN THE WORK AREA? (INCHES)		IS THE ELECTRICITY ON?	
STATE GOVT	COUNTY GOVT	CITY TOWN GOVT	PRIVATE								
				YES	NO	MAJOR	MINOR			YES	NO
COMMENTS: (Enter any additional comments necessary for assessment or enter any observed damage not specified in guidelines)											