

Block Captain Damage Assessment Instructions

There are many disasters that could affect our area with the possibility of considerable damage.

The following are guidelines for conducting an emergency response evaluation:

1. After a disaster your first response is to care for those in your household.

After your family members have been evaluated and found to be stable, you are ready to respond to the other households in your block. You will want to follow the same procedures and safety tips in your own household as you would on your neighbors' households.

2. In a systematic manner quickly check all households in your block for status sheets so that you can report on the status of all households. This is called an "Initial Quick Assessment." If a green "OK" sheet is displayed, move to the next household. Households with a red placard, or no placard displayed should be contacted in person if possible. This assessment should be completed as rapidly as possible.

3. Once you have visited each household and determined the status of all residents, report or take the information to your Area Emergency Preparedness Coordinator as soon as possible. The Area Emergency Preparedness Coordinator



will gather reports from Area Block Captains and will pass the information to the Area Incident Commander.

4. If needed, the Area Coordinator will direct you to conduct a detailed follow-up assessment. Utilize the “Block Captain Follow-Up Assessment” form as you contact each household. Document who is injured, and note the status of their injuries. Also note who is currently in the household and list any missing persons and where they are believed to be (at work, school, grocery store, etc.). Note any major damage to infrastructure and buildings in your block area. Report to the Area Emergency Preparedness Coordinator.

5. Once each resident at a household has been checked, households have been marked with the appropriate placard, and reports passed to your Area Leader, assist response teams as assigned by the area leader or coordinator.

7. If for any reason you are not able to complete block captain duties, assign another capable person.

This information was intended a brief overview of the damage assessment process.

If the Area Emergency Preparedness Coordinator is unavailable, report to the Area Incident Commander or the Area Emergency Operation Center, which is the church house in most cases.