

CERT - Damage Assessment Form instructions:

This is used for neighborhood surveys. SAFE teams should use it to record incidents as they find them. Planning Leader will copy this information to a master Damage Assessment Form (DA) for the neighborhood. Specific column instructions include:

Top Line - Fill in the fields with date, your full name & Team ID number and page number, total number of pages.

Incident Number – When calling in Priority 1 incidents only, the Radio Operator at the Command Post (CP) will give you a number to write in this box.

Time - Use 24 hour time, (e.g. 1400 is 2 pm.). The time is **when you find** the incident and is not reported in your radio calls. The CP will record the **time you called** the incident in on their form.

Reported By –The recording person will put their initials in this column only when they radio in Priority 1 incidents to the CP. The CP will then give you an incident number to put in the first column at the time you radioed. All of the incident columns on the form will be totaled, adding prior page totals, for a cumulative total reported on the last row. The totals of each group, e.g. [Fire: 2 1], [Hazards: 2 3 1], [Buildings: 2 3 0], etc. will be radioed back to the CP. If you start a new page put the totals from the prior page on the line above the totals on the new page.

Incident Priority - 1 = Life threatening or growing danger; 2 = Property/Small Fires; and 3 = all other.

Location - Give the house address or intersection street names for the incident.

Fire & Hazard columns - Put a 1 in the column that applies

Building Damage Assessment - Put a 1 in appropriate column (See table below)

People - Write a quantity in each column. When reporting the quantities, using only the main headings, Fire Hazard, etc. Report the categories as digits only. For example under the People heading with no Immediate, 2 Delayed, no Trapped and 1 Dead would be reported via FRS radio as, "People: zero, two, zero, one."

Road - Put a 1 in Access for partially blocked roads; put a 1 in No Access for totally blocked roads. This tells the CP if the road is passable by a vehicle, such as a fire truck or ambulance.

Other - Put a 1 here if the incident doesn't fit any other category. Use the "Comments" column to give a description.

Assigned – **This is a CP check box.** If a team is assigned to the incident, a single slash is put here. When the team is finished, add a cross slash to form an "X".

Comments - Use to describe the situation, but be brief.

CERT Mission by Structural Damage Category		
If Structural Damage Is . . .	Then The CERT Mission Is . . .	
Light:	To locate, triage, and prioritize removal of victims to treatment areas by the medical operation teams. OK to remain in building if necessary.	
Moderate:	To locate, stabilize, and immediately evacuate victims to a safe area while <u>minimizing the number of rescuers inside the building.</u>	
Heavy:	To secure the building perimeter and warn others about the danger of entering the building.	
Light	Moderate	Heavy
Broken windows.	Decorative work damaged or fallen.	Tilting/Obvious instability.
Fallen or cracked plaster.	Many visible cracks in plaster.	Heavy smoke or fire.
Minor damage to contents.	Major damage to interior content.	Gas leaks.
Still attached to the foundation.	<u>Not</u> attached to the foundation.	

Prior page totals will be put above the "Totals for this page" to be added with the quantities on this page for totals.