

**Street Name:**

## On-Site Detailed Damage Assessment Worksheet Instructions

**DR Number:** Enter the disaster relief operation (DR) number.

**DR Name:** Enter the disaster relief operation name.

**State:** Enter the two letter abbreviation for the state that the assessment covers.

**County:** Enter the name of the county that the assessment covers.

**City/Community:** Enter, to the best of your ability, the name of the city or community that the assessment covers.

**Date:** Enter the date the street sheet was completed

**Street Name:** Document the complete street name including the designation such as; St., Ct., Dr. etc. (Check your spelling) Also, use only one street per page even if you are only assessing one dwelling, do not mix streets. For more than ten dwellings for a street use multiple pages and document the number of pages at the very bottom of the page where is shows Page \_\_ of \_\_

**Geographic Reference:** Provide any information about where the street segment is you are reporting on such as; Started assessment at the corner of Main St. and traveled West, or you can use this area to document the name of an area or mobile home park or apartment complex name.

**House #:** Enter the house number for the address being assessed. A maximum of ten dwellings or units can be documented per page. Enter only one dwelling/unit per line.

**Apt./Unit #:** Enter the individual unit or apartment number for the address being assessed. Remember, each living unit should be assessed on separate lines. Do not assess an entire apartment condominium building as one address.

**Damage Classification:** Circle the appropriate Dwelling Type for the dwelling/unit being assessed. Circle either the **S** for Single Family Dwelling or the **M** for Mobile Home or the **A** for an Apartment or multi-family dwelling. There should only be one circled letter per line. For example, if the dwelling being assessed for that line is a mobile home that has major damage, you would circle the **M** under the major damage column. Repeat this process for each subsequent dwelling (line.)

**# of Floors in this dwelling or unit?:** Enter the number of floors for the dwelling being assessed. Do not include basement information here. For apartments and multi-family dwellings; indicate the number of floors for each unit being assessed, do not document the number of floors for the entire building. The size and number of floors for the building can be documented in the "Description" line.

**Is there a Basement?:** Document if there is or is not a basement. Enter **Y** for Yes or **N** for No.

**Water level in the living area:** Through exterior visual observation, enter the level of water that is or may have been in the living area of the dwelling or unit. Do not include water in the basement in this column. Enter the water level in inches.

**Water level in basement:** Through exterior visual observation, enter the level of water that is or may have been in the basement of the dwelling or unit. If possible document in the description line if the basement may have been used as living space. Enter the water level in inches.

**Is the electricity on?:** Document if the electricity is on or off. Enter **Y** for Yes (on) or **N** for No (off)

**Occupancy Type:** Document to the best of your ability if the dwelling being assessed is Owner Occupied, Renter Occupied or is a seasonal dwelling. Enter **O** for owner occupied, **R** for renter occupied or **S** for seasonal.

**OR/901:** This column is to be used to document whether the assessed dwelling has been assigned to Outreach and/or if a case record (901) has been initiated.

**Description:** Document any additional information that will be beneficial to the individual assistance providers in visualizing the damage that has occurred to the dwelling. Any other useful information such as directions should also be recorded here.

**Name:** If possible, enter the last name of the family that lives in the dwelling being assessed.

**Totals:** Add each circled letter in each damage column and enter the number in the appropriate cell at the bottom of the page. For example; add each circled S (single family dwelling) in the destroyed column and enter the number in the row for Total Single Family: under the Destroyed column, Repeat this process for each damage classification and dwelling type.

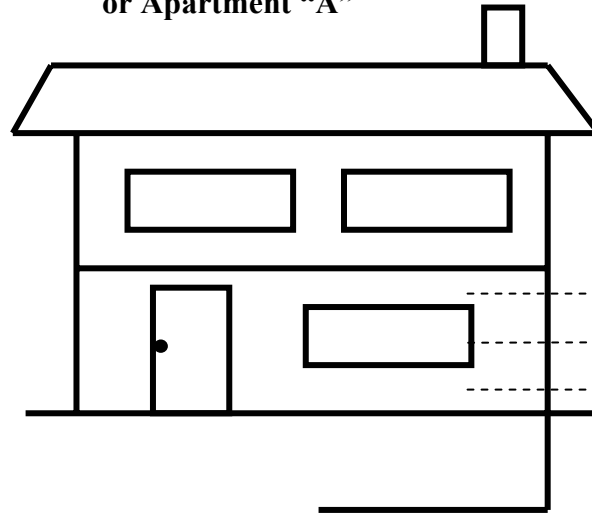
**Additional Information:** Document any additional information that might be useful to other workers using the completed street sheet to provide service and assistance.

**Worker Completing Form:** Enter the first and last name of the primary worker completing the street sheet.

**Supervisor:** Have your supervisor review each street sheet and initial in this box when complete.

### Single Family Dwelling "S" or Apartment "A"

### Flood



Destroyed – 60+”

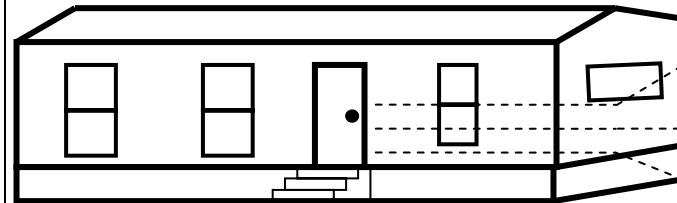
Major – 36” – 60”

Minor – 12” – 36”

Affected – 0” – 12”  
including basement  
flooding

### Mobile Home "M"

### Flood



Destroyed – 48+”

Major – 24” – 48”

Minor – 6” – 24”

Affected – 0” - 6”

### Non-Flood Damage considerations:

#### Destroyed:

- Total collapse
- Shifted on Foundation
- Not economically feasible to repair
- MH walls collapsed
- MH turned over
- MH frame buckled or significantly twisted

#### Major:

- Large portions of roof missing or debris penetration
- One or two walls missing
- Slight twisting or bowing of MH frame
- Forceful penetration of MH walls with debris

#### Minor:

- Minor structural damage
- Damage to small sections of roof
- Numerous broken windows
- Large portions of roofing material and/or siding missing
- Penetration damage where it is believed no structural damage has occurred

#### Affected:

- Some shingles and/or siding missing
- Debris against or around dwelling
- Structure damage considered to be nuisance
- MH skirting is damaged or missing
- Dwelling is livable without repairs.