



**Baton Rouge, Louisiana**

**Baptist Association of Greater Baton Rouge**

**Disaster Relief Assessment Manual**

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## MISSION STATEMENT

To provide physical, emotional, and spiritual help to victims of natural and man-made disasters, including floods, earthquakes, hurricanes, tornadoes, fires, and terrorist attacks, in North America and overseas

- Our primary goal is to provide assistance to anyone that is in distress because of a disaster.
- At every opportunity we must insure that the gospel is made known to each person that we have contact with.

## TEAM CONCEPT

- Two to three person teams are the best. Never go alone; you will go to many homes where the ladies are home alone. This is a good ministry for married couples to work together. If possible have a chaplain accompany the assessors.
- One assessor should be responsible for communicating with the home owner. Leave a bible, tract and local church information with contact numbers with them.
- A local person can save you a lot of time (pastors, lay people, retired people) since they know the area well.

NOTE: Make a zip lock bag of goodies for the kids.

## QUALIFICATIONS FOR RECEIVING SOUTHERN BAPTIST ASSISTANCE

- Anyone who needs our help qualifies for our assistance. We will look at all damaged homes and buildings.
- Remember that we have been sent to minister to everyone. What we do might lead someone to Christ.

## SETTING JOB PRIORITY

### Priority 1

- Tree in house/building
- Tree on the roof
- Holes in roof.
- Anything that will expose the inside to weather. (Missing windows, doors, or walls).
- If a tree has fallen and pulled the power line down from the house connection to the pole. Once the tree is removed, the power can be restored. **Make sure the power is off.**

NOTE: If plasma testers are available assessors should test any downed electrical lines.

- Blocked driveway
- Elderly personnel that need assistance.

- Persons with special needs. (Diabetes, oxygen, disability, etc.).
- Trees blocking the road or on a well house.
- Emergency operations personnel (police, fire, rescue, etc.).

**Priority 2**

- Trees in yard that hit an outbuilding, barn or storage building.
- Smaller trees on house/building (no holes in roof).
- Large trees in yard; these jobs need expertise to cut trees up correctly.

**Priority 3**

- Small trees in yard that did not hit anything and are not blocking anything.
- Jobs that require people with minimal chainsaw experience.
- Small limbs and brush removal required.

**AIDES FOR ASSESSORS**

Assessors should make a travel kit that contains some basic tools that are needed regardless of what types of jobs they will be assessing. The kit should contain the following:

GPS/charger	Camera	Forms	Cell phone/charger	Bibles
Vehicle signs	Flash light	Tape measure	Stapler	Tracts
Tarps	Hardhats	Safety glasses	Multicolored highlighters	Laptop w/internet access if available
Plasma current tester	Assessors daily report forms	Door hang tags	Clip Board	Pens/pencils
Notebook for log/notes	Permanent markers	Tape		

NOTE: Prior to leaving to report to your command center, access the internet and search for the area where you will be going. If there is a local area map, that indicates local roads and highways, print the map and make several copies and bring it with you.

When you reach your command center, you need to obtain and have access to:

- Copy machine
- Local maps
- Printer
- Detailed local emergency maps and locations information
- Cell phone numbers for command center

- Cell phone numbers of white cap/blue caps and chaplains, (update daily).
- Business cards/phone numbers of local pastors.
- Business band radios, if available
- Location of feeding unit/Red Cross/ FEMA or other facilities that might have supplies, i.e. tarps, water, clothing, food.

## COMMAND CENTER PREPARTION WORK FOR ASSESSORS

Information required to have in preparation for assessors:

- Get official DR# for response.
- Maps of the area, one map for each assessor team and an area map on the wall to indicate where they are to work and for them to mark the coverage that they made at the end of each day.
- Local/state request forms, if applicable. Make double sided copies, with the request form on one side and the assessment form on the other.
- Locations of feeding units/Red Cross/FEMA and sites where tarps, water, clothing, and food can be obtained.
- Obtain information from the local Disaster Planning Organization about their 911 maps and population data.
- Names and contact information for local churches and pastors. If possible, contact the pastors and have them supply someone to ride with the assessors as they are in their area. Also have them survey their congregations for needs.
- Establish a work order system to track request.
- Set up a phone bank to receive calls about assessment needs, train personnel that will be answering the phone about what information is required on the form.
- Set up and man a check in desk to receive walk in work orders and for phone in personnel to come and approve their phone in orders.
- Grid off maps and number the grids so other teams do not go over the same area twice, put grid number on work order
- Group work orders in grids and log information.
- Assign assessors to grids.

## WORK PROCESS FOR ASSESSORS

1. Report to the command center, White cap when arriving at the site.
2. Login on the daily report form with the information requested, i.e. name, home, cell phone #.
3. Obtain local report forms, if required, or make sure that you can use the forms that you brought with you.
4. Identify location of copy machine, printer, computer, or other hardware that may be needed.

5. Obtain maps and other information from the area.
6. Get directions from the command center about area of damage and where you need to go for assessment coverage, grid assignment
7. When you arrive at the assessment site:
  - a. Contact the occupant of the residence, even if the request has already been signed, you should get permission to access their property if they are at home.
    - If the occupant is not at home and you do not have permission to access the property, leave a door hang tag with the command center phone number, assessor name and date.
  - b. Inform the occupant of what you are planning to do, ask them if it is permissible to take pictures.
  - c. Talk to the occupant about their needs, LISTEN to what they want to tell you. Sometimes this is the most important part of the visit.
  - d. Leave the occupant with a bible, tract, local church information, and the address/phone number of the command center.
  - e. Complete the “Release” form and the “Assessment” form. Put an identifying number on the form that coincides with the pictures that are taken.
    - Note on the work description form if there are any special equipment needed, i.e. crane, manlift, etc.
    - Document the coordinates if the area is rural.
  - f. If there is a need for a chaplain, mark the form and contact the command center as soon as possible.
8. Where applicable, make a decision how much area needs to be cleared or cleaned and note it on the form. **Go over your results with the property owner.**
9. If you are unable to get the “Release” form completed and approved, fill in the section on the daily report form and leave a door hanger if no one is home or the command center info if someone is home.
10. At the end of the day, group your completed forms by area and give them to the White cap.
11. Mark the areas that you covered on the “General” map.
12. Be available to answer any questions that might arise about the forms, discuss any unusual circumstances with the Blue cap
13. Print pictures and attach to work orders.
14. Get new assignments each morning at control center.
15. Carry tarps and bottled water to handout if needed.

## **GENERAL INFORMATION FOR COMPLETING RELEASE FORMS**

*(Go over with personnel in command center that will be filling out the forms)*

- Make sure the Southern Baptist Disasters Relief Property Owners Request for Volunteer Assistance Form has been completed and signed by the property owner. Remember, we can't send out a crew to do the work if the release form has not been signed.
- When filling the form out:
  - Make sure to get a street or highway directions and coordinates if there is not street address.
  - Write legibly
  - Get a subdivision name along with the street address
- Get as much information on the proper form as possible.
- Make copies of the reports.
- Number the reports and log in the data for tracking at control center.
- Dogs need to be relocated or restrained before the crew goes to the site.

**Southern Baptist Disaster Relief**  
**Property Owner Request for Volunteer Assistance**

**Job Number:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Subdivision: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Where do you attend church? \_\_\_\_\_ May we take pictures? Yes No.

Are there dogs present? Yes No, Are they contained Yes No. (No work will be done with loose dogs)

Can work be done if owner not present: Yes No (Never do a mud out job if the owner is not present).

Special circumstances \_\_\_\_\_

Chaplain or local church follow-up needed: YES NO

Bible left with occupant? YES NO

Description of job \_\_\_\_\_

**RELEASE** (Must be signed before work begins)

I, \_\_\_\_\_ hereby release from liability and agree to hold harmless the volunteers for any damage or injury that may occur on my property, to any of my property or to my person, which may occur during the cleanup operation. I also understand that I will be held harmless for any injury that may occur to a volunteer. I further understand and agree that there is no warranty, implied, written or oral, for any work performed on my property by said volunteers. **I understand that the Southern Baptist Disaster relief teams are a volunteer organization that has limited volunteers, limited financial and material resources, and makes no guarantee that said service will be provided.** Additionally, I further understand that **THIS IS NOT A CONTRACT TO PROVIDE SERVICES, AND VOLUNTEERS MAY NOT BE ABLE TO HELP ME.**

Property Owners Signature \_\_\_\_\_ Date: \_\_\_\_\_, 20\_\_\_\_.

Assessed By: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTIFY OWNER THAT THEY ARE RESPONSIBLE FOR ANY FURNITURE REMOVED FROM THE HOME THAT IS NOT DESTROYED.**

Unit Assigned \_\_\_\_\_ Date: \_\_\_\_\_

Work Completed \_\_\_\_\_ Work Incomplete (*list remaining items on back*) \_\_\_\_\_

Unit Director or Blue Cap signature: \_\_\_\_\_

Time spent to complete job: \_\_\_\_\_ hrs \_\_\_\_\_ min.

Volunteer's signature: (Use back of form if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# Flood / Mud out Assessment

Resident's Name: \_\_\_\_\_

Type of structure: Frame Home: \_\_\_\_\_ Mobile Home: \_\_\_\_\_

Building Size: Width \_\_\_\_\_ Length \_\_\_\_\_ Stories \_\_\_\_\_

Basement: Yes \_\_\_\_ No \_\_\_\_

Standing Water: Basement \_\_\_\_\_ (depth) Crawl Space \_\_\_\_\_ (depth)

Water depth at highest from floor: Living Space \_\_\_\_\_

Basement \_\_\_\_\_

Assessor: _____
Phone: _____
Date: _____
Location: _____
_____
_____

## Basement

Finished: Yes \_\_\_\_ No \_\_\_\_

Floor covering \_\_\_\_\_

Number of Rooms \_\_\_\_\_

Mold Visible: Yes \_\_\_\_ No \_\_\_\_

Seepage Present: Yes \_\_\_\_ No \_\_\_\_

Type of Wall \_\_\_\_\_

Mud/Silt/Debris Depth \_\_\_\_\_

## Main Level

Number of Rooms: \_\_\_\_\_

Mold Visible: Yes \_\_\_\_ No \_\_\_\_

Floor covering \_\_\_\_\_

Mud/Silt/Debris Depth \_\_\_\_\_

Type of Wall \_\_\_\_\_

## Work Needed

Dewatering \_\_\_\_\_

Pressure Wash \_\_\_\_\_

Appliance Removal \_\_\_\_\_

Sanitize \_\_\_\_\_

Wall covering removal 12" above flood line \_\_\_\_\_

Remove drywall \_\_\_\_\_

Remove debris \_\_\_\_\_

Remove insulation \_\_\_\_\_

Remove belongings \_\_\_\_\_

Carpet removed \_\_\_\_\_

**NOTIFY OWNER THAT THEY ARE RESPONSIBLE FOR ANY FURNITURE OR OTHER ITEMS THAT ARE TO BE KEPT AFTER REMOVING FROM THE HOME.**

Can debris be stacked at curb? Yes \_\_\_\_ No \_\_\_\_

Dumpster required? Yes \_\_\_\_ No \_\_\_\_

If dumpster is required, the homeowner is responsible to contract for the dumpster.

## Degree of Damage

Destroyed \_\_\_\_\_ Major \_\_\_\_\_ Minor \_\_\_\_\_ Affected \_\_\_\_\_

**IS TOXIC WASTE PRESENT? YES NO SOURCE IF KNOWN: \_\_\_\_\_**

# Mud and Land Slide Assessment

Resident's Name: \_\_\_\_\_

## Equipment Needed

Bobcat with bucket and grabber \_\_\_\_\_  
Trailer to haul bobcat \_\_\_\_\_  
Dump truck(s) \_\_\_\_\_  
Plastic sheeting \_\_\_\_\_  
Sandbags and sand \_\_\_\_\_  
Blockade material \_\_\_\_\_  
Straw rolls \_\_\_\_\_

Assessor: _____
Phone: _____
Date: _____
Location: _____
_____
_____

## Assessments

Type of building: Home \_\_\_\_\_ Mobile Home \_\_\_\_\_ Outbuilding \_\_\_\_\_

Type of foundation: Slab \_\_\_\_\_ Stem Wall \_\_\_\_\_ Basement \_\_\_\_\_

Type of construction: Wood frame \_\_\_\_\_ Brick \_\_\_\_\_ other \_\_\_\_\_

Siding: Wood \_\_\_\_\_ Metal \_\_\_\_\_ Stucco, brick, or rock \_\_\_\_\_

Right of way to property: Uphill \_\_\_\_\_ Downhill \_\_\_\_\_ Level \_\_\_\_\_

Distance of building to right of way: \_\_\_\_\_

Driveway: Paved \_\_\_\_\_ Uphill \_\_\_\_\_ Steep \_\_\_\_\_ Downhill \_\_\_\_\_ Steep \_\_\_\_\_

Distance for dumping mud: On property \_\_\_\_\_ off property \_\_\_\_\_

Property owner's written permission \_YES NO\_ State or county permission \_YES NO\_

Hillside mud slides or earth slides:

Need professional help \_\_\_\_\_ Can do \_\_\_\_\_ cannot do \_\_\_\_\_

Temporary stability of the slide:

Can do \_\_\_\_\_ cannot do \_\_\_\_\_ requires plastic sheeting to cover slide area \_\_\_\_\_

Requires sandbagging \_\_\_\_\_ requires straw rolls to divert water flow \_\_\_\_\_

Needs blockade at lower end of slide \_\_\_\_\_ Needs to be reseeded to stabilize \_\_\_\_\_

Comments or suggestions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Fire Cleanup Assessment

Resident's Name: \_\_\_\_\_

## Equipment Needed

- Bobcat with bucket and grabber \_\_\_\_\_
- Trailer to haul equipment \_\_\_\_\_
- Flatbed to haul equipment \_\_\_\_\_
- Excavator \_\_\_\_\_
- Heavy duty chains \_\_\_\_\_
- Gas-driven metal saw \_\_\_\_\_
- Heavy duty cutting torch with extra tanks \_\_\_\_\_
- Heavy duty wood chipper \_\_\_\_\_

## Assessments

- Type of building: Home \_\_\_\_\_ Mobile Home \_\_\_\_\_ Outbuilding \_\_\_\_\_
- Type of foundation: Slab \_\_\_\_\_ Stem Wall \_\_\_\_\_ Basement \_\_\_\_\_
- Type of construction: Wood frame \_\_\_\_\_ Brick \_\_\_\_\_ other \_\_\_\_\_
- Siding: Wood \_\_\_\_\_ Metal \_\_\_\_\_ Stucco, brick, or rock \_\_\_\_\_
- Right of way to property: Uphill \_\_\_\_\_ Downhill \_\_\_\_\_ Level \_\_\_\_\_
- Distance of building to right of way: \_\_\_\_\_
- Driveway: Paved \_\_\_\_\_ Uphill \_\_\_\_\_ Steep \_\_\_\_\_ Downhill \_\_\_\_\_ Steep \_\_\_\_\_

## Burned tree and brush removal

- Trees 10 in. \_\_\_\_\_ Trees 20 in. or greater \_\_\_\_\_
- Logs can be used for blockade material to stabilize side of hill \_\_\_\_\_
- Trees can be cut up into: Firewood size \_\_\_\_\_ Lumber logging size \_\_\_\_\_ Chipped \_\_\_\_\_
- Brush can be: Cut six inches above ground level \_\_\_\_\_ Leave root system in \_\_\_\_\_ Chipped \_\_\_\_\_

## Wood chips

- Blown 1 ½ inches over ground for ground cover \_\_\_\_\_
- Blown into pile for future use as mulch \_\_\_\_\_
- Haul off to dump \_\_\_\_\_

Comments or suggestions: \_\_\_\_\_

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Assessor: _____
Phone: _____
Date: _____
Location: _____
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_____

# Chainsaw – Wind Storm – Roof Assessment

Resident's Name: \_\_\_\_\_

**NOT RECOMMENDED** Reason: \_\_\_\_\_

**Describe electrical hazards:** \_\_\_\_\_

- \_\_\_ Tree(s) on house/roof with hole(s)
- \_\_\_ Tree(s) on house/roof with no holes.
- \_\_\_ Tree(s) blocking entrance to house or driveway.
- \_\_\_ Tree(s) down preventing reestablishment of power to home.
- \_\_\_ Tree(s) and limbs down near house preventing necessary repairs.
- \_\_\_ Tree(s) and limbs down that do not affect access or power to home.
- \_\_\_ We **cannot** lift trees off structure, but can help to cover and prevent further damage.

Type of roof: Shingle \_\_\_ Roll roofing \_\_\_ Metal \_\_\_ Tile \_\_\_

Is any decking missing? Yes \_\_\_ No \_\_\_ Amount of plywood needed \_\_\_\_\_

Are trusses damaged: Yes \_\_\_ No \_\_\_ can we repair without requiring engineering? Yes \_\_\_ No \_\_\_

Percentage of shingles missing \_\_\_ % Tabs missing \_\_\_\_\_

Whole shingles missing \_\_\_ decking visible \_\_\_

## Materials needed

Tarp(s) needed on roof? Yes \_\_\_ No \_\_\_ How many? \_\_\_\_\_ Approximate size \_\_\_\_\_

Furring strip bundles \_\_\_\_\_ Metal Flashing rolls \_\_\_\_\_ Rubber Flashing \_\_\_\_\_

Shingle bundles \_\_\_\_\_ Tarp rolls \_\_\_\_\_

2x4 lengths \_\_\_\_\_ 2x6 lengths \_\_\_\_\_

30 lb felt rolls \_\_\_\_\_ Roll roofing rolls \_\_\_\_\_

Roofing cement tubes \_\_\_\_\_

Comments \_\_\_\_\_

## Work needed

Number of trees needed to be cut: \_\_\_\_\_ Approximate size of trees: under 6" - 12" - 18" - 24" - 32" - Larger

Limbs only Yes \_\_\_ No \_\_\_

Good access to tree(s) for cutting? Yes \_\_\_ No \_\_\_

Good access for removal? Yes \_\_\_ No \_\_\_

Good access to street for debris removal? Yes \_\_\_ No \_\_\_

Limited access to street for debris removal? Yes \_\_\_ No \_\_\_

Enough space on road for debris? Yes \_\_\_ No \_\_\_ Other \_\_\_\_\_

Distance from trees/debris to street. \_\_\_\_\_

Saw size \_\_\_\_\_ Pole saw \_\_\_\_\_ Push pole \_\_\_\_\_

Special requirements: Tree Climbers \_\_\_ Bobcat or Tractor \_\_\_ 4-wheeler & Trailer \_\_\_ other \_\_\_\_\_

Crew size \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Assessor: _____
Phone: _____
Date: _____
Location: _____
_____
_____

# Damage Assessment – Frame Home

Resident's Name: \_\_\_\_\_

## System Damage (indicate percent)

Foundation \_\_\_\_\_ Interior Walls \_\_\_\_\_  
Floor/Frame \_\_\_\_\_ Plumbing \_\_\_\_\_  
Exterior walls \_\_\_\_\_ HVAC \_\_\_\_\_  
Roof \_\_\_\_\_ Electrical \_\_\_\_\_

Assessor: _____
Phone: _____
Date: _____
Location: _____
_____
_____

## Observable Damage Defined

**Foundation:** If the foundation is undermined, partly missing, sagging or shifted, it is damaged. If these conditions are present, there's a good chance of damage to the floor, plumbing, electrical, HVAC, and wall systems.

**Floor:** If it is shifted, sagging, or been submerged in water it is damaged. If these conditions are present, there's a good chance of damage to the electrical, HVAC, finish and wall systems.

**Exterior walls:** If they are missing, shifted, sagging, distorted, or cracked, they are damaged. If these systems are present, there's a good chance of damage to the roof, electrical, plumbing and HVAC systems.

**Roof:** If it is missing, sagging, collapsed, or submerged, it is damaged. If these conditions are present, there's a good chance of damage to wall and electrical systems. If the roof is flood damaged, all systems are damaged.

## Non – Observable Damage Defined

**Plumbing:** If water supply or waste water items are broken or contaminated, it is damaged.

**Electrical:** If submerged, interior distribution system missing, or disconnected, it is damaged.

**HVAC:** If submerged, fuel source missing, or disconnected, it is damaged.

**Interior Walls and Finish:** If missing, sagging, collapsed or submerged (fully or partially), it is damaged.

## Damage Categories Defined

**Destroyed:** All systems damaged or destroyed habitation not possible.

**Major:** Four or more systems are damaged or destroyed. Damage exceeds 45% total damage.

**Minor:** One of three systems are damaged or destroyed.

**Affected:** Some damage to structure; habitation is possible with no repairs.

Comments or suggestions: \_\_\_\_\_

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# Damage Assessment – Mobile Home

Resident's Name: \_\_\_\_\_

## System Damage (indicate percent)

Foundation \_\_\_\_\_ Interior Walls \_\_\_\_\_  
Floor/Frame \_\_\_\_\_ Plumbing \_\_\_\_\_  
Exterior walls \_\_\_\_\_ HVAC \_\_\_\_\_  
Roof \_\_\_\_\_ Electrical \_\_\_\_\_

Assessor: _____
Phone: _____
Date: _____
Location: _____
_____
_____

## Observable Damage Defined

**Frame:** If it is twisted, buckled or broken it is damaged. If these conditions are present there is likely damage to the wall and roof systems. If it has moved off the foundation (fully or partially), it is uninhabitable as all mechanical systems are disrupted and there is a safety factor.

**Exterior walls:** If they are missing, shifted, sagging, distorted, or cracked, they are damaged. If these systems are present, there's a good chance of damage to the roof and interior wall systems.

**Roof:** If it is missing, sagging, torn or punctured, it is damaged. If these conditions are present, there's a good chance of damage to wall systems

**Interior walls:** If missing, sagging, collapsed, or submerged (fully or partially), they are damaged. This usually involves damage to the other three systems.

## Damage Categories Defined

**Destroyed:** All systems damaged or destroyed habitation not possible.

**Major:** Four or more systems are damaged or destroyed. Damage exceeds 45% total damage.

**Minor:** One of three systems are damaged or destroyed.

**Affected:** Some damage to structure; habitation is possible with no repairs.

Comments or suggestions: \_\_\_\_\_

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# Temporary Roof Repair Form

Resident's Name: \_\_\_\_\_

Are there any electrical or other hazards? Yes \_\_\_\_ No \_\_\_\_

If yes, describe: \_\_\_\_\_

Assessor: _____
Phone: _____
Date: _____

## Trees on house

\_\_\_\_ Trees and limbs are near home, preventing necessary repairs.

\_\_\_\_ Trees can be removed by team

\_\_\_\_ We cannot lift trees off the structure, but we can help to cover and prevent further damage.

## Roof

Type of roof: Shingle \_\_\_\_ Roll roofing \_\_\_\_ Metal \_\_\_\_ Tile \_\_\_\_

Is any decking missing? Yes \_\_\_\_ No \_\_\_\_ Amount of plywood needed \_\_\_\_\_

Are trusses damaged? Yes \_\_\_\_ No \_\_\_\_

Can trusses be repaired without requiring engineering? Yes \_\_\_\_ No \_\_\_\_

Percentage of shingles missing \_\_\_\_ Percentage of tabs missing \_\_\_\_

Whole shingles missing \_\_\_\_ Decking visible \_\_\_\_

## Materials needed

Shingle bundles \_\_\_\_

Tarp rolls \_\_\_\_

2 x 4 lengths \_\_\_\_

Furring strip bundles \_\_\_\_

2 x 6 lengths \_\_\_\_

Roofing cement tubes \_\_\_\_

30 lb. felt rolls \_\_\_\_

flashing rolls \_\_\_\_

Roll roofing rolls \_\_\_\_

Size of crew needed for the job: \_\_\_\_\_

Will owner be present? Yes \_\_\_\_ No \_\_\_\_

If owner will not be present, should work be done? Yes \_\_\_\_ No \_\_\_\_

If not recommended, why? \_\_\_\_\_

Comments or suggestions: \_\_\_\_\_

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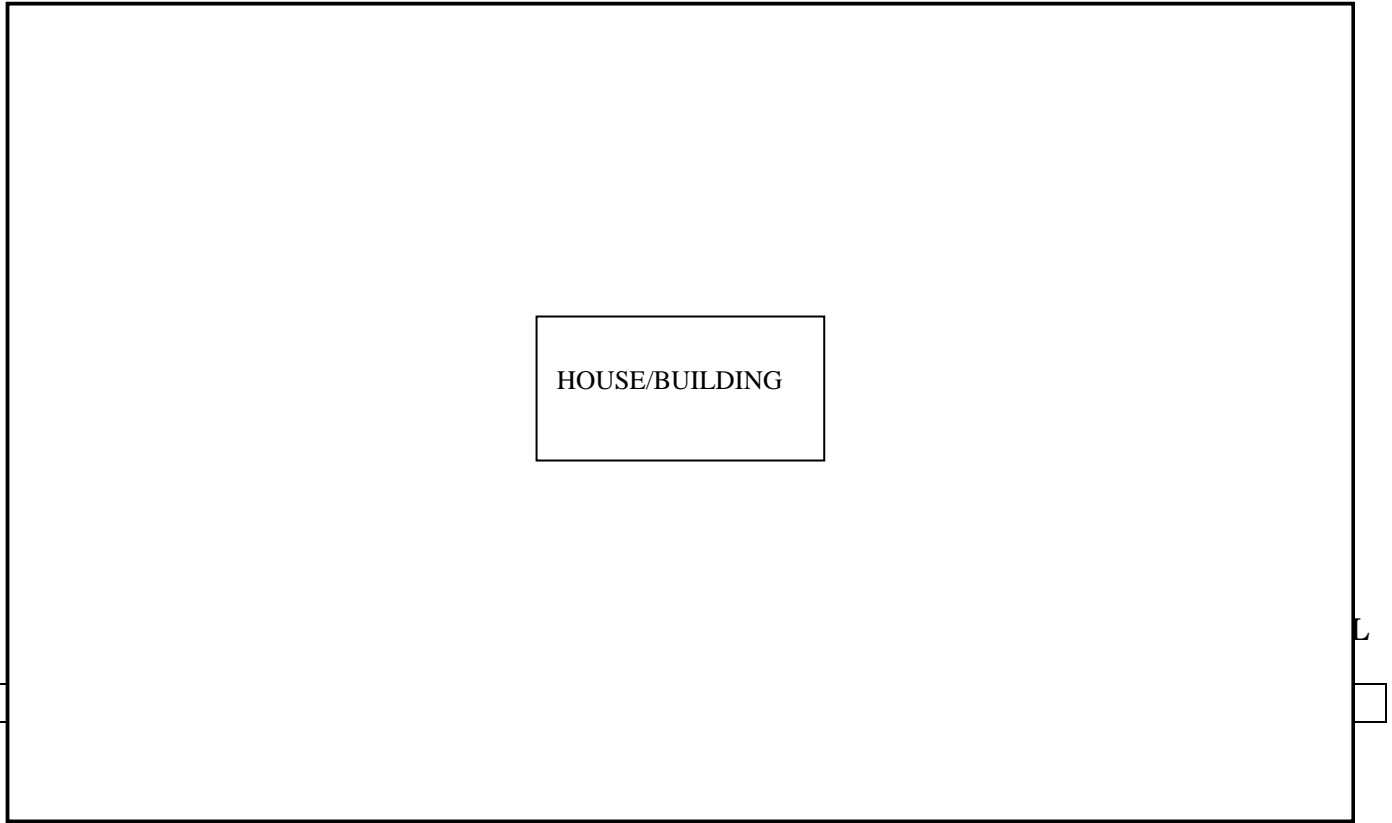
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# HOUSE LOCATED ON LOT

Resident's Name: \_\_\_\_\_

PL



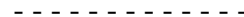
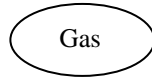
2. Septic tank and drain lines



3. Well and water lines



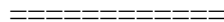
4. Gas tank and lines



5. Location of brush, debris



Street/driveway





**SOUTHERN BAPTIST DISASTER RELIEF  
ASSESSORS TEAM DAILY REPORTING FORM**

Day # \_\_\_\_\_ DR # \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

Name of Unit \_\_\_\_\_ Unit # \_\_\_\_\_

Type of Unit \_\_\_\_\_ Location \_\_\_\_\_

Assessors Names/Phone #s \_\_\_\_\_, \_\_\_\_\_

**ASSESSORS DAILY STATS**

**A. Number of sites looked at today** \_\_\_\_\_ (A)

**B. Number of sites written up today.** \_\_\_\_\_ (B)

**Name/Addresses of Jobs that were looked at but not written up. Info is be given to local church for followup.** (Please give reason, i.e. waiting on insurance, help not needed. *If Job order is written, do not designate on this form.*)

NAME	ADDRESS	COORDINATES
<u>Why job not written:</u>		

NAME	ADDRESS	COORDINATES
<u>Why job not written:</u>		

NAME	ADDRESS	COORDINATES
<u>Why job not written:</u>		

NAME	ADDRESS	COORDINATES
<u>Why job not written:</u>		

NAME	ADDRESS	COORDINATES
<u>Why job not written:</u>		

NAME	ADDRESS	COORDINATES
<u>Why job not written:</u>		

NAME	ADDRESS	COORDINATES
<u>Why job not written:</u>		

NAME	ADDRESS	COORDINATES
<u>Why job not written:</u>		

**SORRY WE MISSED  
YOU**

WE CAME BY TO HELP. PLEASE  
CONTACT US AT THE PHONE  
NUMBER OR LOCATION LISTED  
BELOW

COMMAND CENTER PH. # \_\_\_\_\_

COMMAND CENTER LOCATION:  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Crew Chief/Assessor

**SORRY WE MISSED  
YOU**

WE CAME BY TO HELP. PLEASE  
CONTACT US AT THE PHONE  
NUMBER OR LOCATION LISTED  
BELOW.

COMMAND CENTER PH. # \_\_\_\_\_

COMMAND CENTER LOCATION:  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Crew Chief/Assessor

**SORRY WE MISSED  
YOU**

WE CAME BY TO HELP. PLEASE  
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BELOW

COMMAND CENTER PH. # \_\_\_\_\_

COMMAND CENTER LOCATION:  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Crew Chief/Assessor

