

# Public Assistance Pilot Program Debris Management Plan Outline

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## **I. Staff Roles and Responsibilities**

- A. Staffing Organizational Chart
- B. Roles and Responsibilities
  - 1. Staffing Assignments and Duties
  - 2. Administration
  - 3. Contracting and Procurement
  - 4. Legal
  - 5. Operations
  - 6. Engineering
- C. Emergency Communications Plan
- D. Health and Safety Plan and Procedures
- E. Training schedule

## **II. Situation and Assumptions**

- A. Design Disaster Event
- B. Forecasted debris
  - 1. Forecasted Types
  - 2. Forecasted Locations

## **III. Debris Collection Plan**

- A. Priorities
- B. Response Operations
- C. Recovery Operations
  - 1. Estimating staff, procedures and assignments
  - 2. Collection Method
    - a. Curbside Collection
    - b. Collection Centers
  - 3. Collecting Hazardous Waste and White Goods
  - 4. Monitoring Staff and Assignments

## **IV. Debris Management Sites**

- A. Site Management
  - 1. Site Manager
  - 2. Monitoring Staff and Assignments
  - 3. Safety Personnel
- B. Establishment and Operations Planning
  - 1. Permits
  - 2. Locations
    - a. Baseline Data for each location
    - b. Ingress/egress for sites
  - 3. Site Layouts
  - 4. Site Preparation

5. Volume Reduction Methods
  - a. Incineration
  - b. Grinding and Chipping
6. Recycling
7. Environmental Monitoring Program
8. Site Closure

**V. Contracted Services**

- A. Emergency Contracting/Procurement Procedures
- B. Debris operations to be outsourced
- C. General Contract Provisions
- D. Qualification Requirements
- E. Solicitation of Contractors

**VI. Private Property Demolition and Debris Removal**

- A. Condemnation criteria and procedures
  1. Legal documentation
  2. Demolition permitting
  3. Inspections
- B. Mobile home park procedures
- C. Navigation hazard removal procedures

**VII. Public Information Plan**

- A. Public Information Officer
- B. Pre-scripted information
- C. Distribution plan

**Appendices**

- A. Maps of jurisdiction and priorities
- B. Staffing assignment maps
- C. List of Pre-qualified Contractors
- D. Load Ticket
- E. Debris Monitor Reports
- F. Truck Certification List