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# APPENDIX A – 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 Strategy
- D. Health and Safety Strategy 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. List 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. Site Layout
- 6. Volume Reduction Methods
  - a) Incineration
  - b) Grinding and Chipping
- 7. Recycling
- 8. Environmental Monitoring Program
- 9. 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 Strategy**

- A. Public Information Officer
- B. Pre-scripted Information
- C. Distribution Strategy

## **Appendices**

- Maps of jurisdiction and priorities
- Staffing assignment maps
- Load Ticket
- Debris Monitor Reports
- Truck Certification List
- Load Ticket System

