



Damage Assessment Team Briefing Agenda

Event:

Date:

Time:

Operational Period:

Task #:

Delivered by:

AGENDA ITEMS

1. Incident status (est. number of damaged buildings)	
2. Safety concerns / issues	
3. Priorities and Outstanding Issues	
4. Assignments	
5. Portable devices (availability, charging, etc.)	
6. Local considerations	
7. Logistics (transportation, meals, communications, etc.)	
8. Questions?	

DECISIONS / OUTCOMES / TASKS / REQUESTS		ESTIMATED COMPLETION TIME
a)		
b)		
c)		
d)		
e)		
f)		