

FEMA Public Assistance Debris Management Information

Debris Management Timeline

Before Disaster Strikes

- Identify an individual to act as the Debris Manager.
- Identify potential types and quantities of debris using U.S. Army Corps hurricane debris model (or other applicable model).
- Develop a debris management plan.
- Identify debris management (storage and reduction) sites and final disposal site(s).
- Identify and train force account debris monitors.
- Establish pre-positioned contracts for emergency services.
- Develop prescribed messages related to the debris cleanup process for the Public Information Officer.

Impending Disaster

- If possible, stage equipment at facilities throughout the area to have widespread coverage for post-disaster response. (This way, in the event one equipment facility is destroyed, other equipment is still available.)
- Clear any pre-disaster road constrictions from all emergency evacuation routes and access roads to critical facilities.

0 – 70 Hours After Disaster

- Clear debris from emergency evacuation routes, access roads to critical facilities, and primary roadways.
- Send out rapid response teams to perform windshield surveys of damage and estimate debris quantities.
- Estimate magnitude of event against available resources to determine if additional assistance is needed.
- Notify City/County/State officials if a disaster declaration is needed.
- Activate pre-positioned contracts, if necessary.
- Start to issue messages to inform the public about what they should expect during cleanup.
- Perform emergency removal of debris if needed for life-saving measures.
- Conduct daily briefings with debris managers and other officials to update progress and discuss issues.
- Develop a traffic control plan along potential haul routes and at debris management and disposal sites.
- Coordinate with other City/County agencies regarding priorities and responsibilities.
- If additional Contractor resources are needed, develop scope of work for contract, issue request for proposals, and complete competitive bidding process.
- Request assistance from FEMA for additional monitors or debris removal resources, if needed.

70 Hours – 10 days

- Terminate emergency time-and-material debris clearance and removal time and materials contracts after 70 hours of actual work or when price limit is reached, whichever comes first. Complete competitive bidding process.
- Coordinate debris removal efforts with Contractor(s).
- Assign and deploy debris contract monitors to debris management zones to monitor Contractor activities.
- Meet daily with debris managers and key officials to update progress and discuss issues.
- Continue to disseminate public information. Provide information about curbside debris pickup dates, household hazardous waste drop-off sites, and other debris-related public information.
- Maintain documentation for costs of debris clearance, removal and disposal.
- Enter debris load ticket information into a spreadsheet or database and update daily.
- Ensure that debris management sites meet environmental and permitting requirements.
- Have your first meeting with your FEMA Public Assistance Coordinator. Be able to:
 - ✓ Identify your Debris Manager and provide contact information.
 - ✓ Provide the address and phone number of the Debris Management Center.
 - ✓ Provide an estimate of debris quantities based on your Preliminary Damage Assessments.
 - ✓ Identify how debris will be removed – in-house using force account labor and/or by a Contractor.
 - ✓ Provide addresses and maps of debris management sites.
 - ✓ Provide addresses and maps of final disposal sites.
 - ✓ Provide copies of all relevant contracts and be able to explain how bidding was completed. Discuss if contracts are lump sum or unit price.
 - ✓ Provide contract rates for debris removal labor and equipment and tipping and other disposal fees.
 - ✓ Explain the debris removal monitoring program.
 - ✓ Discuss load ticket documentation.
 - ✓ Discuss how other costs are being documented (time sheets, equipment logs, etc.).

10 Days – 90 Days (and Beyond)

- Continue to monitor debris removal activities.
- Continue to document debris removal and disposal activities and update appropriate documentation daily.
- Meet with key debris operations staff regularly. Provide updates to officials and State and FEMA representatives. Provide an estimated timeline and completion date to the State and FEMA, if requested.
- When debris operations are complete, ensure that debris management sites are properly closed and restored.

