

4. Other Teams

Each agency should create a Damage Assessment and Reconstitution Team and a Crisis Management Team.

The Damage Assessment and Reconstruction Team is comprised of individuals knowledgeable about facilities and hardware. The team and its leader are identified ahead of time. This team controls and directs the facilities recovery process. Functions of this team include:

- Performing both the preliminary and detailed damage assessment function.
- Providing a written recommendation to the Crisis Management Team on the condition of the building in the event of a disaster.
- Working directly with the general contractor, sub-contractors and building department.
- Coordinating rebuilding or relocation of facilities.
- Ensuring any equipment supportive of the business is ordered and installed.
- Ensuring all environmental support systems are available before reconstitution.
- Working with maintenance providers.
- Reporting damage to the State Emergency Operations Center (EOC).

A Crisis Management Team (CMT) is composed of senior management. The team and its leader are identified ahead of time. This team controls and directs the COOP recovery process. Functions of the CMT include:

- Contacting additional team members.
- Taking control of the recovery process.
- Managing the various recovery teams as they rebuild.
- Disbursing funds as needed.
- Working with suppliers and shippers.