

SCOTTS VALLEY FIRE PROTECTION DISTRICT		
STANDARD OPERATING PROCEDURES	ARTICLE: 1400	SOP: 1405
	SECTION: General Orders	
	SUBJECT: Structural Damage Reporting	

Purpose: To comply with the Santa Cruz County Assessors Office reporting requirement.

Scope: Incident reports that have structural damage equal to or over \$10,000 will generate reports to the County of Santa Cruz Assessors office.

Procedure:


Company Officers will enter structural damage valuations for fires, storms, floods and other natural disaster incidents where a structure is damaged. Battalion Chiefs shall assure that company Officers are in compliance with this SOP.

Company Officer will enter in the NFIRS Fire and Basic incident report from valuations from all storm and fire related structure damage.

All incidents that qualify under this reporting include fire, storm, flood or other natural disaster with structural damage. Officers will need to use judgment in determining "approximate" dollar loss damage. This will be structure related damage, not land. These loss amounts should include water, heat and smoke damage.

Reporting

Monthly or as often as necessary, the Battalion Chiefs shall prepare copies of incident reports that have structural damage equal to or over \$10,000 and submit the reports to the Santa Cruz County Assessors office. This information will be transmitted with the Applications for Reassessment of Property Damaged by Calamity or Misfortune reporting form from the County of Santa Cruz Assessors office.

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