



Annex J: Recovery Executive Summary

Primary	Human Resources & Risk Management
Support	County Judge's Office, Public Infrastructure, Tax Office
Coordination	Office of Emergency Management

The purpose of this annex is to define the operational concepts, organizational arrangements, responsibilities, and procedures to accomplish the tasks required for the local government and its citizens and businesses to recover from a major emergency or disaster. This includes outlining the process for meeting the State and or Federal requirements for record keeping in order to be reimbursed for damages and un-budgeted emergency expenditures.

CONCEPT OF OPERATIONS

Our disaster recovery program will be conducted in five steps:

- Pre-Emergency Preparedness.
- Initial Damage Assessment.
- Requesting Assistance.
- Short Term Recovery Activities.
- Post-Declaration Recovery Programs.

The department heads of the Harris County Office of Human Resource & Risk Management (HRRM), the Harris County Permits Group (PG) and Community & Economic Development Department (CEDD) shall coordinate recovery efforts with the Harris County Emergency Management Coordinator. The department head of the Permits Group (PG) shall serve as the Disaster Assessment Officer (DAO) or designate in writing to the Harris County Emergency Management Coordinator an individual to serve in that capacity.

All departments and agencies may be called on to provide staff support for damage assessment and recovery activities.

REFERENCES

- GDEM, *Disaster Recovery Manual* (DEM-62). (Available from GDEM in hard copy and online at the GDEM web site: www.txdps.state.tx.us/dem/documents.htm#recovery.)
- FEMA, *Public Assistance Applicant Handbook* (FEMA-323).
- FEMA, *Debris Management Guide* (FEMA-325).
- Current FEMA Policy Letters. (Available online at www.fema.gov/r-n-r/pa/policy.htm)