WASAFE

Washington State Safety Assessment Facility Evaluators

BUILDING SAFETY EVALUATOR RESOURCE REQUESTS

WORKSHOP

WABO ABM APRIL 17, 2026

HANDOUTS

REQUESTING WASAFE BUILDING SAFETY EVALUATORS
Checklist for Local Emergency Managers and Building Officials

Planning and preparation prior to an event:

	Description	Playbook Location		
		Section	Item #	Page #
☐	Procure necessary placards, forms, and supplies	Local Jurisdiction	6	6
☐	Prepare WAsafe Responder onboarding procedures • Volunteer Emergency Worker registration • Method of assigning Evaluator ID numbers • Deputization statements • Policies and information to be included in WAsafe Responder briefing	Local Jurisdiction See also sections on Registration & Deputization, and Briefing of Volunteers	5	6 9

Immediately following an event, prior to WAsafe Responder arrival:

	Description	Playbook Location		
		Section	Item #	Page #
☐	Determine need for WAsafe Responders	Local Jurisdiction	1	6
☐	Obtain mission number from State EOC	Local Jurisdiction	2	6
☐	Determine number and WAsafe Types of BSEs needed	Local Jurisdiction	3	6
☐	Determine need for WAsafe On-site Leaders	WAsafe On-Site Leadership	1-7	8
☐	Determine estimated duration of deployment	Local Jurisdiction	3	6
☐	Determine WAsafe Responder check-in location	Local Jurisdiction	4	6
☐	Determine food and housing arrangements for WAsafe Responders (if any)	Local Jurisdiction	5d	6
☐	Submit request for WAsafe Responders to Local EOC or State EOC	Local Jurisdiction	3	6
☐	Make adjustments to onboarding procedures including additional policies and information for briefing, as necessary	Briefing of Volunteers by AHJ	1-9	9

When WAsafe Responders arrive:

	Description	Playbook Location		
		Section	Item #	Page #
☐	Register WAsafe Responders as Volunteer Emergency Workers	Registration & Deputization	1	9
☐	Assign an Evaluator ID number to each WAsafe Responder	Registration & Deputization	2	9
☐	Deputize WAsafe Responders	Registration & Deputization	3	9
☐	Assign WAsafe Responders to teams	Evaluation Assignments		9
☐	Conduct briefing for WAsafe Responders	Briefing of Volunteers	1-9	9
☐	Provide supplies (placards, forms, PPE if providing)	Local Jurisdiction	6	6
☐	Have WAsafe Responders brief AHJ, if necessary	Briefing AHJ		10

WAsafe BSE Types and Qualifications

How to use this table:

- The duties and limitations for volunteers are intended as guidelines. Actual assignments may vary, depending on the event, personnel, and the needs of the Authority Having Jurisdiction (AHJ). The AHJ is usually the local building official.
- When enrolling in WAsafe,BSEs request a Type designation based on their minimum qualifications and their comfort level in performing the evaluations for the given Typel If you are not qualified for any of Types 1 through 4, enroll as "Type 5."

BSE Type	Anticipated Duties / Limitations	Minimum Qualifications
1[1]	Structural evaluation only: all buildings, including multi-family and commercial buildings over 5 stories and buildings with complex structural systems	• Registered structural engineer or civil engineer with structural specialty • WAsafe BSE training class[5]
2[3, 4]	a. Non-structural evaluation[2]: all single family residential, multi-family and commercial buildings b. Structural evaluation: single family residential, multi-family and commercial buildings up to 5 stories with non-complex structural systems	• Certified Building Plans Examiner, Commercial Building Inspector, or Building Official; Registered Architect or Registered Engineer • WAsafe BSE training class[5]
3	Wood-framed single family residential, multi-family and commercial buildings up to 3 stories	• Certified Residential Building Plans Examiner or Residential Building Inspector • WAsafe BSE training class[5]
4	Single family residential buildings and associated accessory structures	• Any ICC Certification • WAsafe BSE training class[2]
5	As assigned by Building Official or Incident Command	• EITs, unlicensed architects, permit technicians • Relevant experience • WAsafe BSE training class[5]

Notes:

1. Type 1 BSEs can also perform structural evaluations for all Types, and non-structural evaluations for Types 3 and 4.
2. Type 2 includes non-structural evaluations such as habitability and egress.
3. Type 2 Engineers can only perform structural evaluations unless specifically qualified to perform complex non-structural evaluations.
4. Type 2 BSEs can also perform structural and non-structural evaluations for Types 3 and 4.
5. In lieu of a WAsafe BSE training class, Cal OES SAP Evaluator (2023 or earlier), OrSAP Evaluator, ATC 20, or a combined ATC 20/45 training will be accepted for first-time enrollment in WAsafe, provided the BSE also passes a WAsafe-specific training module.

EXAMPLE CALCULATION – NUMBER OF WASAFE BSEs TO REQUEST

SCENARIO:

The City of Nearfault has 4,000 buildings. The only large building is a 6-story hotel, built in 1994 with steel moment frames as the lateral system. There are 200 small wood-framed retail or apartment buildings, none over two stories high. The rest of the buildings are single-family residences.

After a major earthquake, the mayor expects all buildings in the city to be evaluated within three weeks. Nearfault's building department can put six teams of building inspectors and plans examiners toward the effort. Nearfault also has a mutual aid agreement with the City of Faultfree, who will provide four teams (eight building inspectors). Thus, Nearfault has a total of 10 teams (20 individuals) immediately available.

CALCULATION:

- Assumptions:
  - The request for WAsafe BSEs from Nearfault's building official is initiated on Day 1 of the event.
  - All teams will work six 8-hour days a week.
  - There will be a nearly one-week delay (six lost working days) from the time the request is sent up the chain to the time WAsafe volunteer BSEs can begin working on site.
  - A team can perform 16 evaluations per day.

- Given the 6-day work week, the teams will have 18 working days to evaluate all 4,000 buildings within the desired three weeks.

- Since the 10 Nearfault & Faultfree teams can work all 18 days they can cover:

  (18 days) x (16 evaluations/day) x (10 teams) = 2,880 evaluations

- Volunteer WAsafe BSEs will be needed to complete the remaining evaluations:

  4,000 – 2,880 = 1,120 evaluations

- Given the delay until they arrive (six lost working days), WAsafe BSEs will be working for 12 days. To cover the 1,120 evaluations:

$$\frac{\text{1,120 evaluations}}{\text{(16 evaluations/day) x (12 days)}} = \text{5.8 teams => 6 teams needed}$$

6 teams x 2 BSEs/team = **12 WAsafe BSEs needed**

- What Types of BSEs to request:

  In this case, WAsafe would recommend the following mix of Types:
  - Given the 6-story hotel, at least one of the requested WAsafe BSEs should be a WAsafe Type 1 BSE.
  - At least one other should be either a Type 2 or Type 3 BSE, to assist in habitability evaluation of the 6-story hotel (if required by the building official), and to help evaluate the retail and apartment buildings.
  - The remaining BSEs can be Type 4 and be assigned to evaluate single family residences.

As a note, in a major earthquake, it is unlikely that Nearfault will receive this many WAsafe BSEs, as there will be many other jurisdictions who will need help, and the available pool WAsafe volunteer BSEs is likely to be limited. However, the request should still be sent up the chain so the State Emergency Operations Center can be informed of the extent of the need. If WAsafe cannot fulfill all the needs in the state, the State can activate the Emergency Management Assistance Compact (EMAC) to request additional help from other states.

Scenario - Kirkland (population ~ 100,000) Moderately Severe Earthquake

EVENT

- Shallow 6.8 – 6.9 Magnitude EQ on the S. Whidbey Fault.
- Surface Rupture – 10 miles from Kirkland.
  - MMI Intensity VII to VIII in Kirkland (see next slide)
- **SENARIO TIMELINE**
- 4-5 Days after initial EQ event.

FIRST TASK

- Calculate number of BSE's required.

SECOND TASK

- Communicate with EOC Liaison to Request Building Safety Assessment Resources

CIIM Intensity	People's Reaction	Furnishings	Built Environment	Natural Environment
I	Not felt			Changes in level and clarity of well water are occasionally associated with great earthquakes at distances beyond which the earthquakes felt by people.
II	Felt by a few.	Delicately suspended objects may swing.		
III	Felt by several; vibration like passing of truck.	Hanging objects may swing appreciably.		
IV	Felt by many; sensation like heavy body striking building.	Dishes rattle.	Walls creak; window rattle.	
V	Felt by nearly all; frightens a few.	Pictures swing out of place; small objects move; a few objects fall from shelves within the community.	A few instances of cracked plaster and cracked windows with the community.	Trees and bushes shaken noticeably.
VI	Frightens many; people move unsteadily.	Many objects fall from shelves.	A few instances of fallen plaster, broken windows, and damaged chimneys within the community.	Some fall of tree limbs and tops, isolated rockfalls and landslides, and isolated liquefaction.
VII	Frightens most; some lose balance.	Heavy furniture overturned.	Damage negligible in buildings of good design and construction, but considerable in some poorly built or badly designed structures; weak chimneys broken at roof line, fall of unbraced parapets.	Tree damage, rockfalls, landslides, and liquefaction are more severe and widespread wiht increasing intensity.
VIII	Many find it difficult to stand.	Very heavy furniture moves conspicuously.	Damage slight in buildings designed to be earthquake resistant, but severe in some poorly built structures. Widespread fall of chimneys and monuments.	
IX	Some forcibly thrown to the ground.		Damage considerable in some buildings designed to be earthquake resistant; buildings shift off foundations if not bolted to them.	
X			Most ordinary masonry structures collapse; damage moderate to severe in many buildings designed to be earthquake resistant.	

Task 1 – Kirkland (population ~ 100,000) Calculate Number of BSE's Required

BUILDING ESTIMATES

- Total Buildings - 5000.
- Single Family Residences - 4000.
- High Occupancy/Places of Assembly (shelters, schools) – 20.
- Critical Facilities (hospitals, fire stations, police stations) – 15
- Commercial Buildings (1 – 5 stories) - 965

AVAILABLE STAFF AND TIMELINE

- Building and Planning Department technical staff – About 5.
- Other trained staff that can perform duties of Type 5 responders - Stephanie Day
- Mayor wants all buildings evaluated in 3 weeks.

FIRST TASK

- Calculate number of BSE's required.

WASAFE Washington State Safety Assessment Facility Evaluators

BUILDING SAFETY EVALUATOR RESOURCE REQUEST

1. Requestor's Name: Request Date:
2. Title/Position of Requester:
3. Name of Jurisdiction:
4. Email:
5. Phone: (Office) (Cell)

6. Check-In Location:
7. On-site Point of Contact Name: Point of Contact Number:
8. Reimbursement for Food/Housing/Transportation:

   ◯ Yes ◯ No ◯ Unknown
9. Number of volunteers of each Type of Building Safety Evaluators that are needed.

   (See Exhibit A for a description and chart of what each type is)

Type 1:	Type 2:	Type 3:	Type 4:	Type 5:

10. Identify the number of days volunteers are needed:

    # of days needed: Start: End:
11. Brief description of the problem or task to be accomplished or other additional notes:

EOC Use Only

Approver Name: Approval Date:

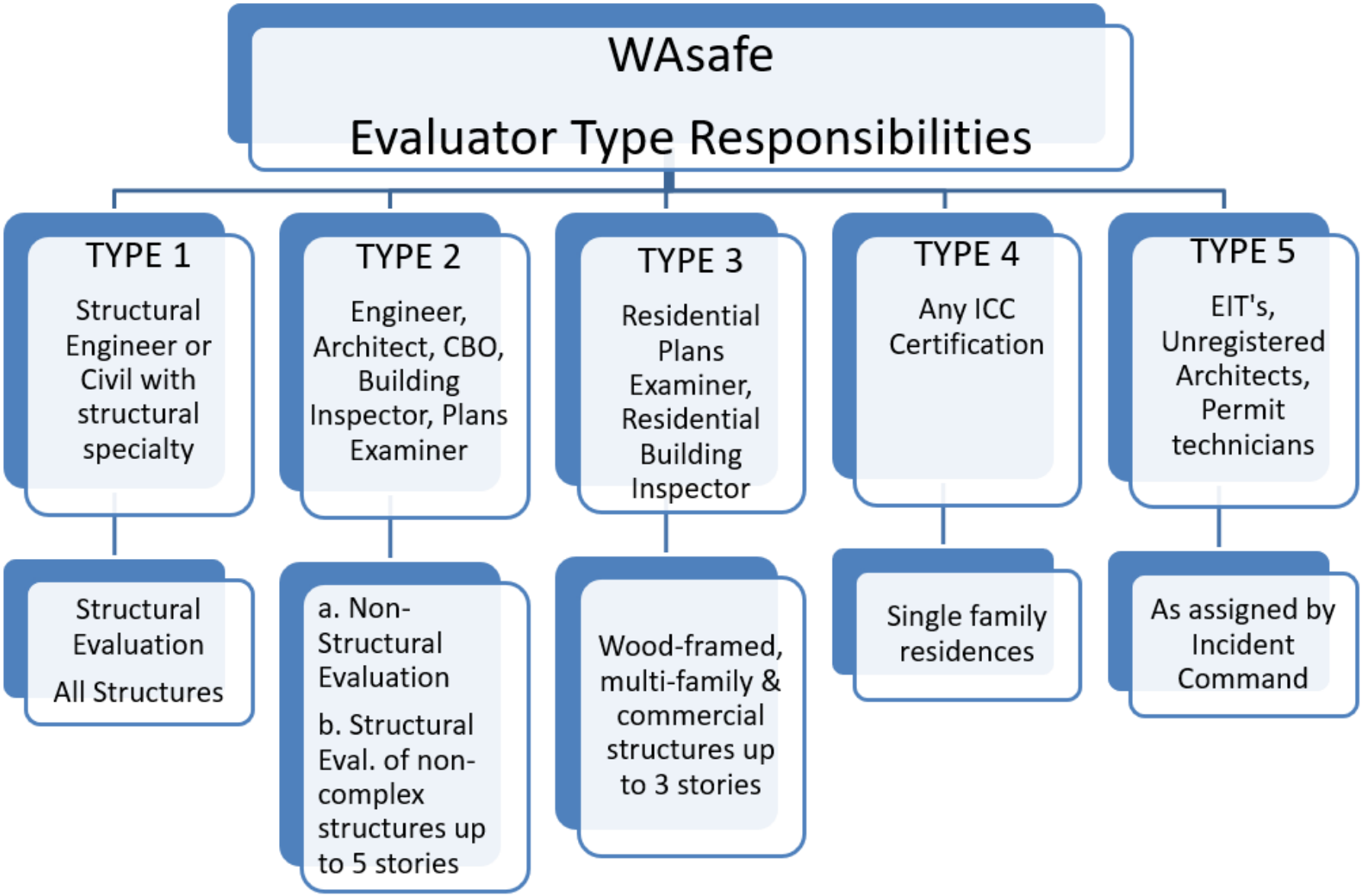
Number of BSE approved for deployment (if necessary)

Type 1:	Type 2:	Type 3:	Type 4	Type 5

Revised # of days for deployment (if necessary): Start: End:

Additional Notes:

Exhibit A


WAsafe
Evaluator Type Responsibilities
TYPE 1
Structural Engineer or Civil with structural specialty
Structural Evaluation
All Structures
TYPE 2
Engineer, Architect, CBO, Building Inspector, Plans Examiner
a. Non-Structural Evaluation
b. Structural Eval. of non-complex structures up to 5 stories
TYPE 3
Residential Plans Examiner, Residential Building Inspector
Wood-framed, multi-family & commercial structures up to 3 stories
TYPE 4
Any ICC Certification
Single family residences
TYPE 5
EIT's, Unregistered Architects, Permit technicians
As assigned by Incident Command

WA RESOURCE REQUEST FORM (ICS 213 RR)

Requestor

1. Mission Number & Incident Name:	2. Requesting Agency:	3. Date & Time: (mm/dd/yy - 00:00)	4. Requester Tracking Number:

5. Resource Requested — SHADED AREA TO BE FILLED BY LOGISTICS SECTION

a. Qty.	b. Kind (if known)	C. Type (if known)	d. Detailed item description and/or of task to be accomplished: (***Vital characteristics, brand, specs, experience, size, etc***.) and, if applicable, purpose/use, diagrams and other info.	Needed Date & Time e. Requested	Needed Date & Time f. Estimated	g. Cost

6. Additional Personnel/Support Needed: *(Driver/Fuel Etc.)*	7. Duration needed:
8. Requested Delivery/Reporting Location: *(Address/landmarks etc.)*	9. POC at Delivery/Reporting Location: *(Name & Contact info)*
10. Suitable Substitutes and/or Suggested Sources: (if known)	11. Priority: ☐ Life Saving ☐ Incident Stabilization ☐ Property Preservation
12. a. Have all commercial resources been exhausted: ☒ Yes ☐ No b. Have all local resources been exhausted: ☒ Yes ☐ No c. Have all mutual aid resources been exhausted: ☒ Yes ☐ No	13. Requestor is willing to provide Funding: ☐ Yes ☒ No If "No", explain:
14. Requested by Name/Position & phone/email:	15. Request Authorized by:

Logistics

16. EOC/ECC Logistics Tracking Number:	17. Name of Supplier/POC, Phone/Fax/Email:
18. Notes:	
19. Approval Signature of Authorized Logistics Representative:	20. Date & Time: (mm/dd/yy – 00:00)
21. Order placed by (check box): ☐ ORD UNIT ☐ PROC UNIT ☐ OTHER_____	
22. Elevate to State: ☐	23. State Tracking #: 24. Mutual Aid Tracking #:

Finance

25. Reply/Comments from Finance:	
26. Finance Section Signature:	27. Date & Time: (mm/dd/yy – 00:00)

Original to: Documentation Unit **Copies to: Logistics Section, originating ESF/agency, and Finance & Administration Section**