Minnesota Department of Public Safety
Division of Homeland Security and Emergency Management
Disaster Recovery

Recovery
Bulletin
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Reporting Damages

This year the method of reporting your damages will be in WebEOC. Homeland Security and Emergency Management (HSEM) has developed an Initial County Damage and Impact Assessment Report in WebEOC. There will no longer be a need to upload the document into the Activity Log.

Steps to reporting your damages:

1. Log in to Webeoc (https://mnseoc.webeocasp.com/mnseoc/default.aspx) select the correct incident.

2. On the left hand side drop down menu select Damage Assessment Menu. It is located at the bottom under Menus.

3. Select Initial County Damage and Impact Assessment Report.

4. Click the green button to create on the right side on the screen.

5. For your first report, click the radio button for Initial Report.

6. Fill in the form. Note, the red required boxes need to be answered.

7. When finished click Save.

Steps to updating your damages:

1. Log into Webeoc and select the County Damage and Impact Assessment Report. This is the same as steps 1 – 3 above.

2. Locate your Initial Report and click edit.

3. Update the Report Date and click the correct Report Types radio button.

4. Update the damages and click save.

When you update your Initial County Damage and Impact Assessment Report, your initial report will be replaced on the Initial County Damage and Impact Assessment Report List View board.

This fact sheet augments planning; it does not supersede any plans, procedures or guidelines currently in use.

Homeland Security and Emergency Management
Phone: 651-201-7400
Website: hsem.dps.mn.gov