Hurricane & Severe Weather Plan

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<td>Ch, Planning &amp; Force Readiness</td>
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Subj: HURRICANE & SEVERE WEATHER PLAN

Ref: (a) First District Contingency Response Plan, OPLAN 9710-06
(b) LANTAREA Severe Weather Bill, LANTAREAINST 3140.1A(series)
(c) Atlantic Area Operations Severe Weather Policy, LANTAREAINST 16601.1A
(d) Marine Transportation System Recovery, LANTAREAINST 16001.1
(e) Sector New York Continuity of Operations (COOP) Plan, SECNYINST 3010.15a
(f) The National Response Framework
(g) First District Search and Rescue Plan, CGDONEINST 16101.1(series)
(h) U.S. Coast Guard Addendum to the United States National Search and Rescue Supplement to the International Aerospace and Maritime Search and Rescue Manual, COMDTINST M16130.2(series)
(i) Marine Safety Manual Volume VI, Ports and Waterways Activities, COMDTINST M16000.11 (series)
(k) Coast Guard Manpower Mobilization and Support Plan, COMDTINST M3061.1(series)
(l) U.S. Coast Guard Maritime Law Enforcement Manual (MLEM) COMDTINST M16247.1(series)

1. PURPOSE. To guide the actions of Sector personnel and Sector sub-units in preparation for, and response to, heavy weather and hurricanes throughout the Sector New York Area of Responsibility (AOR). The Captain of the Port New York Hurricane and Severe Weather Plan for the Port of New York and New Jersey, included as Annex C, addresses similar actions for the maritime community throughout the CG Captain of the Port (COTP) New York zone.

Depending upon the strength and resultant damage from weather events, the Sector will likely work in conjunction with other local, state, and Federal agencies/organizations. The Sector may also be directed by CGD1 in pre- and post-incident operations. To ensure alignment, this plan and associated plans like the Sector’s Watch Quarter Station Bill and the Sector’s Continuity of Operations (COOP) Plan are referenced throughout.
2. **ACTION.** The Deputy Commander, Command Chief, Department Heads/Staff Chiefs, Supervisor of the Sector Command Center (SCC), and Commanding Officers and Officers-in-Charge shall ensure compliance with the provisions of this Plan. All Supervisors shall ensure that personnel and sub-units are familiar with its contents. Department Heads/Staff Chiefs/SCC Supervisor shall ensure that all Sector personnel receive a thorough indoctrination in the appropriate sections of this Plan that is essential to the proper execution of their assigned duties.

3. **DIRECTIVES AFFECTED.** The previous revision of this plan dated 01 Sept 2012 is cancelled.

4. **DISCUSSION.**
   a. The annual hurricane season for the Sector New York AOR is from 01 June to 30 November. Cyclonic disturbances sometimes intensify rapidly and increase in severity to hurricane proportions within a matter of hours; therefore, early planning and prompt execution are essential.

   b. Though relatively infrequent to the SECNY AOR, hurricanes and their consequences can be significant, disrupting Coast Guard responsiveness and causing extensive damage to property, loss of revenue, and loss of life. Preparedness could mean the difference between life and death.

   c. Personal and family preparedness are essential. Every member of the Coast Guard family, whether active duty, reservist, auxiliarist or civilian, has a personal responsibility to ensure they and their families are prepared. This is especially true since they may be called upon after a storm to aid in the response and recovery.

5. **PROCEDURES.**
   a. This Plan shall be maintained by the Contingency Planning & Force Readiness Staff. An electronic copy of this document shall be posted on the Internet web portal, Homeport.
   
   b. Annual training shall be conducted prior to the start of hurricane season.

   c. In addition to those actions prescribed in Annex A, *Guidance for Sector Sub-Units*, Commanding Officers and Officers-in-Charge shall ensure that similar measures are in place for their respective units, with an emphasis on personal and family preparedness.

   G. LOEBL
   Captain, U.S. Coast Guard
Distribution: Sector Departments/Staffs, Sector Command Center
Sector Sub-Units (Annex A only)
CGD1 (w/o Enclosure; Plan posted on Homeport)

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# RECORD OF CHANGES

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<td>2</td>
<td>1 AUG 2012</td>
<td>Revised entire Table of Contents, re-named sections as per OPLAN Format. Changed header/footer names according to Table of Contents</td>
<td>LT DiMaggio</td>
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<td>3</td>
<td>01 AUG 2013</td>
<td>Updated Plan and IAPs with lessons learned from Hurricane Sandy AAR.</td>
<td>LT Guanci</td>
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<td>4</td>
<td>18 April 2014</td>
<td>Added Exhibit C to Appendix 1 to Annex C-Subchapter T &amp;K Vessels Remaining in Port Checklist</td>
<td>LT Guanci</td>
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<td>5</td>
<td>18 April 2014</td>
<td>Added verbiage to facility instructions in Appendix 1 to Annex C to allow for stacking of containers to best meet predicted storm conditions.</td>
<td>LT Guanci</td>
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<td>18 April 2014</td>
<td>Changed Emergncy Notofication System (ENS) references to Alert Warning System (AWS)</td>
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<td>08 May 2014</td>
<td>Added PREV requirement to validate all EEIs in CART to “Month Before Hurricane” checklists</td>
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USCG Sector New York: Captain of the Port New York

Hurricane and Severe Weather Plan

Introduction & Scope

Basic Plan

101: Purpose and Objective

This document provides direction for Sector New York staff and sub-units to plan and prepare for heavy weather response and recovery. Heavy weather includes hurricanes and tsunamis. Sector New York is subordinate to District 1 and therefore this response plan is subordinate to and supports Appendix 21 to Annex C of the CCGDONE SOP.

Depending on the severity of actual or predicted damage, the Sector Commander may activate the unit’s Continuity of Operations (COOP) Plan.

SECNYINST 5101.1 (Inclement Weather Procedures) provides policy and procedures for Sector New York personnel to follow before and during periods of inclement weather focusing on use of the Alert Warning System (AWS). The focus of this plan is on the safety of Sector personnel, the continuity of Coast Guard operations, and port safety considerations associated with severe weather (Appendix 1 to Annex C).

Useful References

- Appendix 21 to Annex C to CCGDONE SOP Severe Weather Response Operations
- Annex K to CCGDONE SOP Communications
- Watch Quarter Station Bill (WQSB)
- SECNY Continuity of Operations Plan (COOP)

Objectives

The Sector’s objectives in preparation, response, and recovery from heavy weather are as follows:

- Take precautionary measures to ensure safety of all Active, Reserve, Civilian, Auxiliary Coast Guard personnel and their families.
- Take precautionary measures to ensure safety of responders and the public.
- Ensure that measures are in place to effect immediate relief for Coast Guard families.
- Take measures to ensure operational capacity of Sector is restored as quickly as possible following Hurricane landfall.
- Take measures to restore normal port operations as quickly as possible following storm/Hurricane landfall.
- Ensure adverse impact on the environment is minimized.
- Ensure adverse impact on the maritime transportation system is minimized.
- Take precautionary measures to ensure loss of property is minimized.
- Chain of command, CG members & families, public, and stakeholders are continuously informed of response activities.
Security posture is maintained to the maximum extent possible following Hurricane landfall.

Conduct operations in keeping with Coast Guard principles of operation as described in Coast Guard Publication 1.

The Sector is to keep these mission objectives in mind as it coordinates the setting and attainment of Heavy Weather Warning Conditions and the preparation, response, and recovery after the storm passes. These objectives and associated measures are discussed further within this Heavy Weather & Hurricane Plan.

### Abbreviations and Acronyms

- **ACP** | Area Contingency Plan
- **AIRSTA** | Air Station
- **ANT** | Aids to Navigation Team
- **AOR** | Area of Responsibility
- **AST** | Atlantic Strike Team
- **AUX** | CG Auxiliary
- **AWS** | Alert Warning System
- **BNM** | Broadcast Notice To Mariners
- **CAC** | Crisis Action Center
- **CBP** | Customs and Border Protection
- **CDC** | Centers for Disease Control
- **CG** | Coast Guard
- **CGD1** | First Coast Guard District
- **CO** | Commanding Officer
- **COMLANTAREA** | Commander, Atlantic Area
- **COMMSTA** | Communication Station
- **COMW** | Communications Watchstander
- **COOP** | Continuity Of Operations Plan
- **COR** | Condition Of Readiness
- **COTP** | Captain Of The Port
- **CPFR** | Chief, Planning and Force Readiness
- **D1** | First Coast Guard District
- **DCMS** | Deputy Commandant for Mission Support
- **DHS** | Department of Homeland Security
- **DOG** | Deployable Operation Group
- **DOT** | Department Of Transportation
- **ENS** | Emergency Notification System (no longer in use)
- **EOC** | Emergency Operating Center
- **EPA** | Environmental Protection Agency
- **ERT-A** | Emergency Response Team - Advanced
- **ESF** | Emergency Support Function
- **FEMA** | Federal Emergency Management Agency
- **FOSC** | Federal On Scene Coordinator
- **FSC** | Finance/Admin Section Chief
- **HAZMAT** | Hazardous Material
- **HF** | High Frequency (Radio Frequency)
- **HSI** | Homeland Security Investigations
102: 
Abbreviations and Acronyms (continued)

- IAP: Incident Action Plan
- ICS: Incident Command System
- INTO: Intelligence Officer
- JFO: Joint Field Office (See the National Response Framework)
- JRCC: Joint Rescue Coordination Center
- KTS: Knots
- LSC: Logistics Section Chief
- MLB: Motor Life Boat
- MOA: Memorandum of Agreement
- MOU: Memorandum of Understanding
- MRE: Meal Ready-to-Eat
- MSIB: Marine Safety Information Bulletin
- MSST: Maritime Safety and Security Team
- MTSA: Maritime Transportation Security Act
- MSTRU: Maritime Transportation System Recovery Unit
- NOAA: National Oceanic and Atmospheric Administration
- NRF: National Response Framework
- NWS: National Weather Service
- OIC: Officer In Charge
- OOC: Out Of Commission
- OPCON: Operational Control
- OSC: Operations Section Chief
- LANTAREA: Commander Atlantic Area
- POC: Point Of Contact
- PSC: Planning Section Chief
- RB-M: Response Boat – Medium
- RB-S: Response Boat – Small
- RDO: Radio Duty Officer
- RETCO: Regional Emergency Transportation Coordinator
- RHIB: Rigid Hull Inflatable Boat
- SAR: Search and Rescue
- SC: Sector Commander
- SCC: Sector Command Center
- SILC: Shore Infrastructure Logistics Center
- SITREP: Situation Report
- SOP: Standard Operating Procedures
- SOPA: Senior Officer Present Afloat
- SUPSALV: Supervisor of Salvage (U.S. Navy)
- TAD/TDY: Temporary Assignment for Duty
- TACON: Tactical Control
- UTB: Utility Boat
- VHF: Very High Frequency (Radio)
- VOSS: Vessel of Opportunity Skimming System
- VSAT: Very Small Aperture Terminal
- VTS: Vessel Traffic Service
- WQSB: Watch Quarter Station Bill
Storm Definitions:

There can be confusion regarding storm categorization, predicted time of impact, and manner of communicating preparatory action to port stakeholders. For clarity, the following definitions will be used consistently throughout this plan:

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<th>Storm Categories</th>
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<th>Sustained Wind Speed</th>
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<td>Gale Force Winds</td>
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<td>39 - 54 MPH (34 - 47 kts)</td>
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<td>Tropical Storm Force Winds</td>
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<td>Cyclonic winds 40 - 73 MPH (34 - 63 kts)</td>
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<tr>
<td>Hurricane Force Winds</td>
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<td>Cyclonic winds 74 MPH (64 kts) or greater</td>
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<td>Hurricane Categories¹</td>
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<td>Category 1</td>
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<td>&gt; 155 MPH</td>
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<td>NWS Alert²</td>
<td>Tropical Storm Watch</td>
<td>Tropical Storm Force Winds predicted to impact the watch area within 36 hours.</td>
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<td>Tropical Storm Warning</td>
<td>Tropical Storm Force Winds predicted to impact the area within 24 hours.</td>
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<td>Hurricane Watch</td>
<td>Hurricane or hurricane conditions are predicted to impact the watch area within 36 hours.</td>
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<td>Hurricane Warning</td>
<td>Hurricane Force Winds or a combination of dangerously high water and very rough seas, predicted to impact the warning area within 24 hours or less.</td>
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¹ Hurricanes are tropical cyclones that exceed the intensities of a tropical depressions or tropical storm categorization. Hurricanes are divided into five categories distinguished by the intensities of their sustained winds. In order to be classified as a hurricane, a tropical cyclone must have maximum sustained winds of at least 74 mph. The highest classification in the scale, Category 5, is reserved for storms with winds exceeding 155 mph.

² Storm Status Alert: Issued by National Weather Service and National Hurricane Center
# Hurricane and Severe Weather Plan

## Introduction & Scope

### Section

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<td>Set when sustained winds of 50 kts or greater are forecast.</td>
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<td>The <strong>ALERT</strong> condition in which gale force winds from a hurricane force storm are expected within <strong>72 hours</strong>.</td>
<td>Whiskey</td>
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<td>The <strong>READINESS</strong> condition in which gale force winds from a hurricane force storm are expected within <strong>48 hours</strong>.</td>
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<td>The <strong>WARNING</strong> condition in which gale force winds from a hurricane force storm are expected within <strong>24 hours</strong>.</td>
<td>Yankee</td>
<td>II</td>
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<td>The <strong>DANGER</strong> condition in which gale force winds from a hurricane force storm are expected within <strong>12 hours</strong> and until the storm has passed and is no longer a threat.</td>
<td>Zulu</td>
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\(^3\) Port Heavy Weather Conditions are set by the Coast Guard and are used to describe, generally, restrictions needed to protect life, vessels, facilities, ports, and the environment for severe weather. Port Conditions will be changed as the threat of severe weather increases, or as storms approach our area.

\(^4\) Hurricane Conditions are set by the Coast Guard and are used to initiate certain internal Coast Guard measures in preparation for a potential severe weather landfall within the Command’s area of responsibility.
103: Procedure for Reviewing, Updating, and Exercising

The Sector’s Contingency Planning & Force Readiness Staff is responsible for this plan and will keep it current by consecutively numbering amendments or by issuing a revised plan. Any errors, suggested improvements, or changes in equipment or facilities should be communicated to:

Chief, Planning & Force Readiness
Sector New York
212 Coast Guard Drive
Staten Island, NY 10305
(718) 354-4064

Proper training and exercises are necessary to ensure smooth coordination in the event of an actual storm. Realistic exercises point out possible conflicts or weaknesses in the plan.

Each year, District One sponsors and conducts a Hurricane Exercise. Each Coast Guard unit is to respond as per CCGDONE SOP and their unit’s heavy weather bill or plan. This exercise increases the awareness level, reacquaints the unit personnel with the plan and ensures that the unit has inventoried their emergency supplies. The exercise also points out weaknesses and outdated portions of the plan that results in timely updates.
ANNEX A

TASK ORGANIZATION
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201 - General

The Sector New York response organization may be structured in various ways according to the severity of the incident and possible external requirements. This may take various forms, among them:

- The Sector will adopt a unit ICS structure (See the Sector New York Watch Quarter Station Bill),
- The Sector may become part of a Local/State/Federal structure (under the National Response Framework—see enclosed diagram at end of this section), or any combination that fits the emergency.

The pre-established unit ICS organization is as follows:
## Task Organization

### Annex A

#### 202 - Command Posts

The Sector Incident Command Post will remain at Sector New York unless the unit is damaged beyond reasonable use or the unit is likely to be damaged beyond reasonable use. As provided in the Sector Continuity of Operations (COOP) Plan, alternate locations are available. The Sector may send a Command representative to the District Crisis Action Center (CAC), Federal Emergency Management Agency (FEMA) Command Post, Joint Field Office, State, City or County Offices of Emergency Management Command Posts to keep an open line of communication between the Sector and various Command Posts.

#### 203 - Coordinating Authorities

The District Commander may coordinate all CG operations with state and federal response efforts through the District CAC. However, Sector New York will normally coordinate response and recovery operations in the COTP New York AOR with local agencies and civilian companies. Further coordination with other Coast Guard and port partner assets may be conducted.

The Atlantic Strike Team (AST) is available to assist during an oil or HAZMAT spill response. Although the team's personnel and equipment are used primarily in pollution response, their capabilities, support and equipment might be useful following a natural disaster. The AST may be able to provide communications equipment, portable generators, lights, pumps, damage assessment support, and a field command post.

#### 204 - Federal Response (and National Response Framework Activation)

The Federal Emergency Management Agency (FEMA) plays a key role in catastrophic storm relief/response and recovery operations as outlined in the National Response Framework (NRF). State and County Civil Defenses are in control, with federal funds and assistance being coordinated by FEMA through the federal/state Joint Field Office (JFO). JFOs are not authorized to assist until a federal disaster has been declared by the President. Each governor must request federal assistance before the President can declare a disaster.

In the interim, for disasters with some warning, FEMA and various federal agencies form an Emergency Response Team-Advanced (ERT-A) consisting of 15-30 people. This team will go to the State Emergency Operations Center (EOC) until a suitable JFO site is selected and a JFO is established. The JFO contains various Emergency Support Function (ESF) groups which combine representatives from numerous Federal agencies into standard functions for assistance. The Department of Transportation is designated as a primary agency and will serve as federal executive agent for transportation. COMLANTAREA is Regional Emergency Transportation Coordinator (RETCO) for Region II that encompasses New York, New Jersey, Puerto Rico, and the US Virgin Islands.
The following is an organization diagram of National Response Framework operations.

Flow of requests and assistance during large-scale incidents.
ANNEX C

OPERATIONS

Operations Planning

Recovery Operations
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301 - General

There are three operational phases in this plan: preparation, response and recovery.

- **Preparation** a pre-storm phase that includes actions taken up to the arrival of the storm.
- **Response** is a post-storm phase for coordination of relief efforts to meet the immediate needs of affected personnel.
- **Recovery** is a post-storm phase for managing the repair, restoration and replacement initiatives required to return the port to normal operations.

Throughout the hurricane season, and again with the setting of each Heavy Weather Warning Condition, Sector New York personnel shall ensure the various maritime industries that conduct business in the COTP zone comply with the provisions set forward in the “Captain of the Port New York-Hurricane and Severe Weather Plan for the Port of New York and New Jersey” (see Appendix 1). Knowledge of, and compliance with that plan will help ensure that the COTP zone is adequately prepared for heavy weather, thus decreasing the probability of major environmental, economic or other damage.

### Preparation Phase

This phase largely consists of reviewing and executing prepared checklists and the Incident Action Plans (IAP). They provide guidance on preparations, review of plans and actions to be taken to prepare for the storm's arrival. The checklist and IAP are divided into sections corresponding to the five Heavy Weather Warning condition levels as well as storm, response and recovery phases.

### Use of ICS

The enclosed checklists and IAP assign pre-storm duties by Department and select positions. Imminent storm, response & recovery phases are oriented by ICS. This ensures a smooth transition from crisis staffing (as described in the Sector New York Watch Quarter Station Bill) to response & recovery. However, depending on the severity of the storm, the recovery phase also includes references by Department in the event the nature/scope/aftermath of the storm does not warrant an ICS response.

### Use of a Common Operating Picture (COP)

Common Operating Pictures (COPs) are a graphic, map based application where data can be entered from numerous locations simultaneously. Remote Incident Commanders and other persons of authority can make decisions based on real time information. The CG COP systems are the Common Access Reporting Tool (CART), the Homeland Security Information Network (HSIN) and the NOAA based Environmental Response Management Application (ERMA). IMT and MTSRU shall use these tools during an incident and applicable personnel shall maintain accounts and proficiency within these systems.
Air Operations  IMT and/or SCC will coordinate with the National Park Service and CGPD should air operations on base be necessary. The NPS can be reached at: (718) 338-3988 and CGPD at (718) 354-4398

Response Phase  The extent of Coast Guard response activities will vary considerably depending on the location of major damage and remaining capabilities to assist. Sector New York faces three key response phase tasks **(IN PRIORITY ORDER):**

1. Obtain immediate **relief for CG personnel** who have experienced losses such as destruction of homes or serious injury to self or family;

2. **Restore the operational capability** of Sector New York
Response Phase

3. Complete an assessment of the affected ports in the Sector AOR, their facilities, damaged vessels, and waterways to *restore normal port operations*. Any pollution or risk of pollution as well as breaches of MTSA security requirements should be handled according to SOP. If extra resources are required, personnel may be requested through the D1 Commander.

Recovery

Plans will be made according to the results of the port assessments. The Captain of the Port and Incident Management Team will set priorities and consult with Area Maritime Security Committee and State & Local authorities throughout the Maritime Transportation System Recovery Unit (MTSRU) operations. Every effort will be made to first make the port safe and then return to full operation.

Initial CG recovery operations will likely be managed primarily by the Sector or its sub-units, with assistance from D1. LANTAREA may provide assistance to respond to the affected area's needs. CG statutory missions will be executed with the available and imported assets. Imported assets will be provided and relieved as appropriate, with coordination through D1.

Coordinating Instructions

All three phase actions should be coordinated with the maritime industry, local, state, and federal organizations. Daily conference calls to members of the MTSRU should be conducted at 1000 daily and other key port partners (i.e. oil terminals, facilities and passenger terminals) should be contacted, (operations permitting) at 1400. A suggested list of participants and agenda can be found in Appendix 9 to Annex X.

302 – Sector Response and Recovery Checklist and IAPs

Prior to and at the onset of hurricane season (01JUN-31NOV), the Command Staff will consult the checklists on page 300-4 to 300-6, to ensure action items are being completed as necessary. Department heads should insure all items assigned to their department are completed. The following checklists and IAPs are organized chronologically with Preparatory, Storm, Response, and Recovery phases.
# MONTH BEFORE THE START OF HURRICANE SEASON (01-31 May)

<table>
<thead>
<tr>
<th>DATE/INITIALS</th>
<th>TASK</th>
<th>KEY POSITION, DEPARTMENT, OR STAFF</th>
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<tbody>
<tr>
<td></td>
<td>Ensure all Sector personnel have updated their Direct Access records &amp; provide current recall info (<a href="#">Heavy Weather Personnel Questionnaires</a>) to Logistics. Review questionnaires that list quarters and safety of dependents, including shelter information. NOTE: upon completion of the annual transfer season, a second verification should be completed. CPFR will ensure that evacuation sites are not within hurricane flood areas.</td>
<td>DEPT HEADS/STAFF CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Ensure all Departments complete their responsibilities on this checklist and report to Sector CO status of preparation.</td>
<td>DEPT HEADS/STAFF CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Check all Communications circuits with sub-units and in conference room. Test IRIDIUM Phone and Check data/voice circuits in SCC.</td>
<td>SCC</td>
</tr>
<tr>
<td></td>
<td>Notification procedures &amp; recall lists to be readily available (even at home) in case of after hours notifications.</td>
<td>LOGISTICS/SCC</td>
</tr>
<tr>
<td></td>
<td>Coordinate the timely mailing of the Command Preparedness Letter (using the “Emergency Evacuation Information” form found in Annex E of this document to CG members and families (again should be updated after the annual transfer season is completed). The letter should be mailed to arrive by <strong>15 May with return date of 01 June.</strong> As necessary, sponsor hurricane awareness meetings at CG Housing areas.</td>
<td>LOGISTICS</td>
</tr>
<tr>
<td></td>
<td>Verify the status of emergency generator and fuel. Test Sector portable generator and light cart. Ensure maintenance is up to date. Fill generator with fuel. Change diesel fuel in light cart and diesel can and keep topped off throughout the hurricane season.</td>
<td>LOGISTICS</td>
</tr>
<tr>
<td></td>
<td>With the technical assistance of CPFR and through the unit Ombudsman, procure and disseminate info to CG members and families on preparation for a hurricane, including information on survival supplies, food, water, alternative cooking methods, home protection, safe guarding possessions, etc. (See Red Cross and/or Civil Defense Web Sites).</td>
<td>LOGISTICS</td>
</tr>
<tr>
<td></td>
<td>Have in stock plastic bags/tarps for distribution to Departments to cover electronic equipment, if needed.</td>
<td>LOGISTICS</td>
</tr>
</tbody>
</table>

**Authorities**

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<thead>
<tr>
<th>Date</th>
<th>Draft</th>
<th>Review</th>
<th>Approval</th>
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</thead>
<tbody>
<tr>
<td>31 July 12</td>
<td>Ch, Contingency Planning and Exercises Staff</td>
<td>Ch, Planning &amp; Force Readiness</td>
<td>Commander SECNY</td>
</tr>
</tbody>
</table>
MONTH BEFORE THE START OF HURRICANE SEASON  
(01-31 May)

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<thead>
<tr>
<th>DATE/INITIALS</th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Verify Basic Ordering Agreements (BOA) with local hotels</td>
<td>LOGISTICS</td>
</tr>
<tr>
<td></td>
<td>Verify listing of members in NYC evacuation zones is current.</td>
<td>LOGISTICS</td>
</tr>
<tr>
<td></td>
<td>Provide updated recall, dependant and safe refuge list to SCC and Department Heads.</td>
<td>LOGISTICS</td>
</tr>
<tr>
<td></td>
<td>Verify required IMT/MTSRU members have current HSIN, ERMA, and CART access.</td>
<td>IMT/MTSRU</td>
</tr>
<tr>
<td></td>
<td>Validate all POCs, update Section 500 (Contact phone numbers) and Annex D of this plan as necessary.</td>
<td>CPFR</td>
</tr>
<tr>
<td></td>
<td>Review appropriate plans and references. Post any external plans on Homeport.</td>
<td>CPFR</td>
</tr>
<tr>
<td></td>
<td>Review COOP and verify the readiness of the alternate COOP site(s).</td>
<td>CPFR</td>
</tr>
<tr>
<td></td>
<td>Inventory &amp; replenish Command Center &amp; COOP site emergency supplies (i.e. food, water, etc.).</td>
<td>CPFR</td>
</tr>
<tr>
<td></td>
<td>Conduct recall phone exercise with Command Center, Sector Personnel and sub-units.</td>
<td>CPFR</td>
</tr>
<tr>
<td></td>
<td>Inventory &amp; replenish heavy weather locker provisions in Building 212 and alternate Command Post (Per the COOP), and particularly, spare batteries. A complete inventory of the locker shall be done in May.</td>
<td>CPFR/OPS</td>
</tr>
<tr>
<td></td>
<td>Sponsor Heavy Weather/Hurricane brief/meeting with maritime community and stakeholders (ex: Harbor operations committee). Topics to include Mooring Plans, Request to Remain in Port Surveys. Hand out copies of Appendix 1 to Annex C to assist in getting this information out. Ensure Port Community receives any amendments or changes to the Port Plan.</td>
<td>CPFR</td>
</tr>
<tr>
<td></td>
<td>Draft and promulgate a Homeport announcement to the Port Community announcing the start of the Hurricane Season and any other relevant information.</td>
<td>CPFR</td>
</tr>
<tr>
<td></td>
<td>Review and ensure compliance with associated District SOP, Heavy Weather plans, Warning Orders, and references prior to 01 June.</td>
<td>CPFR</td>
</tr>
<tr>
<td>31 July 12</td>
<td>Draft</td>
<td>Review</td>
</tr>
<tr>
<td></td>
<td>Ch, Contingency Planning and Exercises Staff</td>
<td>Ch, Planning &amp; Force Readiness</td>
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</tbody>
</table>
### HURRICANE CONDITION FIVE (Seasonal Alert-Begins 01 June)

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<tr>
<th>DATE/INITIALS</th>
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<th>KEY POSITION, DEPARTMENT, OR STAFF</th>
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<tbody>
<tr>
<td></td>
<td>Brief all hands on the start of hurricane season and preparatory actions. [NOTE: This can be done through a regularly scheduled all-hands muster. ]</td>
<td>COMMAND CADRE</td>
</tr>
<tr>
<td></td>
<td>Ensure checklists on applicable Hurricane Condition V IAP 204s have been completed</td>
<td>DEPT HEADS/ STAFF CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Identify and assign government vehicles to Rapid Assessment Teams (RAT). Assign member to be responsible for keys, gas, etc. Coordinate information with CGPD.</td>
<td>DEPT HEADS/ STAFF CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Ensure all appropriate SECNY members have a Government Travel card have completed the mandatory online Government Travel Card training</td>
<td>CPFR/ TRAINING OFFICER</td>
</tr>
<tr>
<td></td>
<td>Ensure all sub-units have reviewed the current Condition.</td>
<td>OPS</td>
</tr>
<tr>
<td></td>
<td>Review longstanding COTP list, determine need to move vessels to the derelict vessel list if determined that the vessel RP is no longer responsive</td>
<td>PREVENTION</td>
</tr>
<tr>
<td></td>
<td>Ensure all government vehicles maintain a minimum of 75% fuel during Hurricane Season (Condition V).</td>
<td>CGPD/VEHICLE MANAGERS</td>
</tr>
<tr>
<td></td>
<td>Conduct test of all satellite phones for Sector and Sub-units, if available and verify GETS phone cards.</td>
<td>COMCEN/CAMSLANT</td>
</tr>
<tr>
<td></td>
<td>Validate all EEI’s in CART</td>
<td>PREVENTION</td>
</tr>
</tbody>
</table>

**Note:** See Annex X for discussion of IAPs for actions from Storm Condition to Condition V through Recovery.
HEAVY WEATHER ALERT STORM CONDITION

<table>
<thead>
<tr>
<th>DATE/INITIALS</th>
<th>TASK</th>
<th>KEY POSITION, DEPARTMENT, OR STAFF</th>
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</thead>
<tbody>
<tr>
<td>31 July 12</td>
<td>Ensure checklists on applicable Heavy Weather Storm Alert IAP 204s have been completed</td>
<td>DEPT HEADS/ STAFF CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Alert all hands of the impending storm. As operations permit, allow time for personnel to secure their homes.</td>
<td>DEPT HEADS/STAFF CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Ensure all sub-units have reviewed the current Condition.</td>
<td>OPS</td>
</tr>
<tr>
<td></td>
<td>Initiate WQSB/IMT stand up if moving to Condition IV. Stand up Team to review Vessel Heavy Weather Mooring Plans and Requests to Remain in Port</td>
<td>SCC/PREV</td>
</tr>
<tr>
<td></td>
<td>Personnel and infrastructure intact/not intact initial assessment submitted to Logistics Department Head and D1.</td>
<td>LOGISTICS</td>
</tr>
<tr>
<td></td>
<td>Provide updated recall, dependant and safe refuge list to SCC and Department Heads.</td>
<td>LOGISTICS</td>
</tr>
<tr>
<td></td>
<td>Move or secure equipment against high tides and strong winds.</td>
<td>LOGISTICS</td>
</tr>
<tr>
<td></td>
<td>Ensure all government vehicles maintain a minimum of 75% fuel during Hurricane Season (Condition V).</td>
<td>CGPD/VEHICLE MANAGERS</td>
</tr>
<tr>
<td></td>
<td>Conduct test of all satellite phones for Sector and Sub-units, if available</td>
<td>COMCEN/CAMSLANT</td>
</tr>
<tr>
<td></td>
<td>Identify daily 1400 conference call participants and initiate calls (if necessary) Identify daily 1000 MTSRU conference call participants and initiate calls (if necessary)</td>
<td>WWM/MSTRU</td>
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<tr>
<td></td>
<td>Review Hurricane Condition IV checklist.</td>
<td>ALL</td>
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</table>
**HURRICANE CONDITION FOUR**

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<th>DATE/INITIALS</th>
<th>TASK</th>
<th>KEY POSITION, DEPARTMENT, OR STAFF</th>
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<tbody>
<tr>
<td></td>
<td>Ensure checklists on applicable Hurricane Condition IV IAP 204s have been completed</td>
<td>DEPT HEADS/STAFF CHIEFS or SECTION CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Review the actions required to set Hurricane Conditions III, II, and I.</td>
<td>DEPT HEADS/STAFF CHIEFS or OSC</td>
</tr>
<tr>
<td></td>
<td>Specify leave and liberty policy and take steps for recall of essential personnel</td>
<td>DEPT HEADS/STAFF CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Alert all hands of the impending storm. As operations permit, allow time for personnel to secure their homes.</td>
<td>DEPT HEADS/STAFF CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Ensure all sub-units have reviewed the current Condition.</td>
<td>OPS</td>
</tr>
<tr>
<td></td>
<td>Conduct harbor patrols by both water and vehicle checking for unsafe conditions and potentially dangerous situations.</td>
<td>OPS</td>
</tr>
<tr>
<td></td>
<td>Make arrangements for delivery of essential supplies (fuel, food, water, etc.).</td>
<td>LOGISTICS or LSC</td>
</tr>
<tr>
<td></td>
<td>Review plan for evacuation.</td>
<td>LOGISTICS or LSC</td>
</tr>
<tr>
<td></td>
<td>Access the need for additional personnel from reserve forces and, if deemed necessary, contact those personnel.</td>
<td>PSC/LSC/RFRS</td>
</tr>
<tr>
<td></td>
<td>Discuss and plan for port recovery operations.</td>
<td>PSC/MTSRU</td>
</tr>
<tr>
<td></td>
<td>Report Attainment of HURCON IV</td>
<td>SCC</td>
</tr>
<tr>
<td></td>
<td>Stand up partial IMT (if deemed necessary)</td>
<td>ICR</td>
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## HURRICANE CONDITION THREE

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<th>DATE/INITIALS</th>
<th>TASK</th>
<th>KEY POSITION, DEPARTMENT, OR STAFF</th>
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<tbody>
<tr>
<td></td>
<td>Ensure checklists on applicable Hurricane Condition III IAP 204s have been completed</td>
<td>IC/SECTION CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Review Hurricane Condition II checklist.</td>
<td>IC/SECTION CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Determine need to stand up relief IMT Team members and/or duty section personnel</td>
<td>IC/SECTION CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Determine need to close the AK Railroad Bridge and, if the bridge is to be closed, ensure Conrail has a qualified bridge operator located in the immediate vicinity of the bridge to ensure the bridge is reopened when the COTP deems it safe to do so.</td>
<td>MTSRU</td>
</tr>
<tr>
<td></td>
<td>Ensure all sub-units have reviewed the current Condition.</td>
<td>PSC/OSC</td>
</tr>
<tr>
<td></td>
<td>Continue to conduct vehicle harbor checks.</td>
<td>OSC</td>
</tr>
<tr>
<td></td>
<td>Report Attainment of HURCON III</td>
<td>SCC</td>
</tr>
<tr>
<td></td>
<td>Arrange for berthing of any essential personnel that are required to remain onboard at SECNY for post storm recovery</td>
<td>LSC</td>
</tr>
<tr>
<td></td>
<td>Request OPCON of MSST NY (if deemed necessary)</td>
<td>SCC</td>
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</table>
Hurricane Condition Two

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<th>DATE/INITIALS</th>
<th>TASK</th>
<th>KEY POSITION, DEPARTMENT, OR STAFF</th>
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<tbody>
<tr>
<td></td>
<td>Review Hurricane Condition I checklist.</td>
<td>IC/SECTION CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Ensure checklists on applicable Hurricane Condition II IAP 204s have been completed</td>
<td>IC/SECTION CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Prepare to execute COOP.</td>
<td>IC/SECTION CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Report attainment of Condition II to CCGDONE BOSTON MA/CC/ via SITREP. Commence eight-hour SITREP reporting schedule unless otherwise directed by CCGDONE (cc).</td>
<td>IC/SCC</td>
</tr>
<tr>
<td></td>
<td>Ensure all sub-units have reviewed the current Condition.</td>
<td>PSC/OSC</td>
</tr>
<tr>
<td></td>
<td>Deploy Sector LNOs to local EOCs.</td>
<td>PSC</td>
</tr>
<tr>
<td></td>
<td>Establish watch schedule for personnel remaining. Orders should be given to personnel to contact the command as soon as practicable advising on degree of impact on personal property and ability to return to duty.</td>
<td>OSC/SCC</td>
</tr>
<tr>
<td></td>
<td>Complete Harbor Checks.</td>
<td>OSC</td>
</tr>
<tr>
<td></td>
<td>Complete review of Requests to Remain in Port and Hurricane Mooring Plans.</td>
<td>PREV</td>
</tr>
</tbody>
</table>

31 July 12

<table>
<thead>
<tr>
<th>Authorities</th>
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<tr>
<td>Draft</td>
<td>Review</td>
<td>Approval</td>
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</tr>
<tr>
<td>Ch, Contingency Planning and Exercises Staff</td>
<td>Ch, Planning &amp; Force Readiness</td>
<td>Commander SECNY</td>
<td></td>
</tr>
</tbody>
</table>
## Hurricane Condition One

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<tr>
<th>DATE/INITIALS</th>
<th>TASK</th>
<th>KEY POSITION, DEPARTMENT, OR STAFF</th>
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<tbody>
<tr>
<td>31 July 12</td>
<td>Ensure checklists on applicable Hurricane Condition I IAP 204s have been completed</td>
<td>IC/SECTION CHIEFS</td>
</tr>
<tr>
<td></td>
<td>Report attainment of Condition I to CCGDONE BOSTON MA//CC// via SITREP. Commence four-hour SITREP reporting schedule unless otherwise directed by CCGDONE (cc).</td>
<td>IC/SCC</td>
</tr>
<tr>
<td></td>
<td>Execute COOP (if necessary).</td>
<td>IC/OSC/ LSC/PSC</td>
</tr>
<tr>
<td></td>
<td>Consider closing the port or implementing other restrictions to vessel movements within the port. Advise CCGDONE via SITREP of measures implemented.</td>
<td>IC</td>
</tr>
<tr>
<td></td>
<td>Ensure all sub-units have reviewed the current Condition.</td>
<td>PSC/OSC</td>
</tr>
<tr>
<td></td>
<td>Consider pre-staging pollution response and post storm assessment teams.</td>
<td>OSC</td>
</tr>
</tbody>
</table>
POST STORM

As the heavy weather reaches landfall, its course of action becomes more predictable and it usually reduces in strength. Actions and plans for staging relief operations can now be initiated and executed, respectively, since relatively safe areas and impacted areas are now known.

<table>
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<tbody>
<tr>
<td></td>
<td>Evaluate ICS for Post Heavy Weather Response &amp; Recovery.</td>
<td>PSC/IMD</td>
</tr>
<tr>
<td></td>
<td>Prepare for heavy influx of damage assessments or relief request.</td>
<td>OSC</td>
</tr>
<tr>
<td></td>
<td>Prepare request for resources as necessary.</td>
<td>PSC/OSC</td>
</tr>
<tr>
<td></td>
<td>Assess and determine if a request to D1 for Very Small Aperture Terminals (VSAT) should be initiated</td>
<td>SCC/IMT</td>
</tr>
<tr>
<td></td>
<td>In conjunction with Operations (WWM), ensure appropriate broadcasts (BNM – See Appendix 1 to Annex C) and notifications are conducted, advising the port community of port status and response operations.</td>
<td>SCC</td>
</tr>
<tr>
<td></td>
<td>Request CGD1 to provide Sector and D1/Lant ATON assets as necessary to assess ATON.</td>
<td>OSC</td>
</tr>
<tr>
<td></td>
<td>Make resource assignments of available personnel and equipment to do initial assessment.</td>
<td>PSC/OSC</td>
</tr>
<tr>
<td></td>
<td>Verify conditions of mustering sites immediately following the storm.</td>
<td>OSC</td>
</tr>
<tr>
<td></td>
<td>Examine fuel requirements &amp; available supply for generator, small boats, &amp; vehicles 24 hours after the storm’s arrival. If necessary, begin procedures for ordering fuel from outside sources.</td>
<td>LSC</td>
</tr>
</tbody>
</table>
RECOVERY OPERATIONS

For the CG these are primarily port recovery rebuilding processes of our own damages. The CG overall role is minor compared to the state and other federal agencies (FEMA).

<table>
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<tr>
<td></td>
<td>Ensure CGMA funds are available in consult w/ CGMA Officer</td>
<td>LSC</td>
</tr>
<tr>
<td></td>
<td>Make determination to return to SEASONAL ALERT status, if appropriate.</td>
<td>IC</td>
</tr>
<tr>
<td></td>
<td>Ensure all impacted CG personnel receive comparable CG assistance as appropriate and are aware of CG benefits and the limitations.</td>
<td>LSC</td>
</tr>
<tr>
<td></td>
<td>As soon as operational pace and communications capabilities allow, resume normal command and control.</td>
<td>All Dept Heads</td>
</tr>
<tr>
<td></td>
<td>Compile lessons learned.</td>
<td>CPFR</td>
</tr>
<tr>
<td></td>
<td>Update status boards.</td>
<td>SITL</td>
</tr>
<tr>
<td></td>
<td>Check in TAD personnel, assign positions, and set up berthing and transportation to sites.</td>
<td>RESL/LSC</td>
</tr>
<tr>
<td></td>
<td>Check in equipment.</td>
<td>LSC</td>
</tr>
<tr>
<td></td>
<td>Process housing and damage claims.</td>
<td>FSC/CLAIMS IO</td>
</tr>
<tr>
<td></td>
<td>Process travel claims.</td>
<td>FSC</td>
</tr>
<tr>
<td></td>
<td>Ensure all funds expended are properly documented.</td>
<td>FSC</td>
</tr>
<tr>
<td></td>
<td>Secure funding strings for personnel, equipment, supplies, berthing, food and transportation.</td>
<td>LSC/FSC</td>
</tr>
<tr>
<td></td>
<td>Conduct port recovery operations utilizing MTSRU and coordinating with FEMA, state, and local response organizations.</td>
<td>PSC/MSTRU/OSC</td>
</tr>
</tbody>
</table>
The Atlantic hurricane season is from 01 June to 30 November. Cyclonic disturbances sometimes intensify rapidly, and increase in severity to hurricane proportions within a matter of hours, therefore early planning and promptness in assuming readiness is mandatory.

In the western Atlantic, several hurricanes and tropical storms occur each year. Heavy weather conditions from hurricanes are seldom encountered without adequate advance warning. Weather advisories from the National Weather Center furnish frequent forecasts and storm path predictions to all units.

The following list defines classifications of wind speeds associated with storms that come through the western Atlantic that are a potential threat.

1. Hurricane Force Winds have sustained winds of 74 MPH (64 KTS) or greater.
2. Storm Force Winds have sustained winds of 55 – 73 MPH (48 – 63 KTS).
3. Gale Force Winds have sustained winds of 39 – 54 MPH (34 – 47 KTS)

A storm condition is set to advise Coast Guard commands within the First District of severe weather other than that associated with hurricanes (which are tropical air mass storms). Storms may contain high and gusty winds, heavy rain, snow and/or hail and are often accompanied by unusually high tides. Storm condition should be set when sustained winds of 30 kts or greater are forecast.

Storm condition is set at the direction of the District Commander via general AIG message to all Coast Guard units within an affected or potentially affected area within the First District. No reports are required for attainment of storm condition.

When storm condition is set, units shall:
1. Monitor local weather broadcasts.
2. Implement the Heavy Weather Plan.
3. Implement Heavy Weather Manning at sub-units (if deemed necessary)
4. Following storm’s passage, assess damage and submit report of damage and ability to carry out missions via SITREP to OPCON.
D1 will direct setting of Heavy Weather Warning Conditions within D1’s AOR. Unit Commanding Officers and Officers in Charge are authorized to set higher Heavy Weather Warning Conditions, for example shift from Condition III to Condition II, as warranted, with notification to Sector Commander. All Departments and Sub-units are to report Heavy Weather Warning Condition attainment to their Sector Commander who will then report to CGD1 Command Center or Crisis Action Center (when activated).

There are five conditions of readiness used when Coast Guard units are preparing for hurricanes. Section 302 provides a checklist and IAP of required and recommended actions to be taken for each Heavy Weather Warning Condition.

The Hurricane Conditions are:

<table>
<thead>
<tr>
<th>Condition</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Condition V</td>
<td>A state of seasonal readiness automatically set from 01 June to 30 November by LANTAREA</td>
</tr>
<tr>
<td>Condition IV</td>
<td>The ALERT condition in which gale force winds from a hurricane force storm are expected to arrive in within 72 hours.</td>
</tr>
<tr>
<td>Condition III</td>
<td>The READINESS condition in which gale force winds from a hurricane force storm are expected within 48 hours.</td>
</tr>
<tr>
<td>Condition II</td>
<td>The WARNING condition in which gale force winds from a hurricane force storm are expected within 24 hours.</td>
</tr>
<tr>
<td>Condition I</td>
<td>The DANGER condition in which gale force winds from a hurricane force storm are expected within 12 hours and until the storm has passed and is no longer a threat.</td>
</tr>
<tr>
<td>POST STORM</td>
<td>The storm is no longer a threat to the area, however major damage has occurred and response and recovery operations are required. Response operations coordinate relief efforts to meet the immediate basic needs of affected personnel. Recovery operations are the processes of repair, restoration, and replacement that focus on returning affected communities to normal living conditions.</td>
</tr>
</tbody>
</table>
404: National Weather Service (NWS) Advisories

The NWS uses the following terms to describe the risks posed by tropical storm or hurricane force winds to a geographic area.

<table>
<thead>
<tr>
<th>Advisory Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TROPICAL STORM WATCH</td>
<td>Issued when there is the threat of tropical storm force winds are expected within 36 hours.</td>
</tr>
<tr>
<td>TROPICAL STORM WARNING</td>
<td>A warning for tropical storm conditions, including sustained winds within the range of 40 to 73 MPH (34 to 63 KTS), which are expected in a specified coastal area within 24 hours.</td>
</tr>
<tr>
<td>HURRICANE WATCH</td>
<td>An announcement that hurricane conditions pose a possible threat to a specified coastal area within 36 hours.</td>
</tr>
<tr>
<td>HURRICANE WARNING</td>
<td>A warning that sustained winds of 74 MPH (64 KTS) or greater are expected in a specified coastal area within 24 hours or less.</td>
</tr>
</tbody>
</table>
The strength of a hurricane is measured and categorized on the Saffir-Simpson Scale. The Scale's categories and projected impacts are described below:

<table>
<thead>
<tr>
<th>STORM CONDITION</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CATEGORY 1</strong></td>
<td>Sustained winds of 74-95 MPH that can produce a storm surge 4-5 feet above normal with low-lying coastal roads inundated, minor pier damage, some small craft in exposed anchorages break moorings, no real damage to building structures and some damage to poorly constructed signs.</td>
</tr>
<tr>
<td><strong>CATEGORY 2</strong></td>
<td>Sustained winds of 96-110 MPH that can produce a storm surge 6-8 feet above normal with low lying inland escape routes cut off by rising waters 2-4 hours before arrival of the center, considerable pier damage, marinas flooded, some trees blown down, major structural damage to exposed mobile homes, some damage to roofing material, windows, and doors, but no major damage to building structures.</td>
</tr>
<tr>
<td><strong>CATEGORY 3</strong></td>
<td>Sustained winds of 111-130 MPH that can produce a storm surge 9-12 feet above normal, serious flooding along the coast, with many smaller structures near the coast destroyed, larger structures damaged by battering of floating debris, low-lying escape routes inland cut off by rising water 3-5 hours before the center arrives, destruction to mobile homes and some structural damage to small residences.</td>
</tr>
<tr>
<td><strong>CATEGORY 4</strong></td>
<td>Sustained winds of 131-155 MPH that can produce a storm surge 13-18 feet above normal with major damage to lower floors of structures near the shore due to flooding and battering action, low-lying inland escape routes cut off by rising water 3-5 hours before the center arrives, extensive roofing material damage, extensive window and door damage, and complete failure of roof structure on many small residences.</td>
</tr>
<tr>
<td><strong>CATEGORY 5</strong></td>
<td>Sustained winds of greater than 155 MPH that can produce a storm surge of greater than 18 feet above normal with shrubs and trees down, considerable roofing damage, all signs down, severe window and door damage, complete failure of roof structures on many residences and industrial buildings, extensive glass failure, some complete building failures, small buildings overturned and blown over or away, and complete destruction of mobile homes.</td>
</tr>
</tbody>
</table>
The five Port Conditions the COTP New York has developed are as follows:

<table>
<thead>
<tr>
<th>Port Condition</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEASONAL ALERT</td>
<td>Gale force winds from a hurricane force storm are expected to arrive within 72 hours.</td>
</tr>
<tr>
<td>WHISKEY</td>
<td>Gale force winds from a hurricane force storm are expected to arrive within 48 hours.</td>
</tr>
<tr>
<td>X-RAY</td>
<td>Gale force winds from a hurricane force storm are expected to arrive within 24 hours.</td>
</tr>
<tr>
<td>YANKEE</td>
<td>Gale force winds from a hurricane force storm are expected to arrive within 12 hours.</td>
</tr>
</tbody>
</table>

It should be noted that port conditions may not be set simultaneously with storm conditions.

The New York Metropolitan Area is both one of the nation’s highest population centers as well as the most significant economic engine for the United States. As such, the potential impact from a significant storm is great. For this reason, maximum effort is made to emphasize preparedness, and coordinate these actions with other Federal, State and local agencies and organizations.

CG Sector New York’s AOR extends beyond the Greater New York City Metropolitan Area, areas densely populated with suburbs that support the city’s work forces and home to significant critical infrastructure. These areas are equally vulnerable to storm impact and similarly must be well prepared and supported.

For detailed information on the entire AOR, its geographic composition and local contacts, refer to the New York/New Jersey Area Contingency Plan. The Area Contingency Plan is maintained by the Port of NY/NJ Area Committee.

The Coast Guard's Alert Warning System (AWS) is the method by which Sector New York alerts assigned personnel, both military and civilian, of important inclement weather information and base closures/delays. SCC will send out these notifications IAW the applicable QRC. Personnel will be alerted by AWS via both e-mails and text messages and shall respond if directed.
410: Morning Brief Format

CG Sector New York IMT Planning Section Chief should prepare a brief on the Hurricane to coincide with the regular morning briefs. Slides should be forwarded to D1 as well. A suggested format is listed in the table below:

<table>
<thead>
<tr>
<th>Today in Coast Guard History</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title Slide</td>
</tr>
<tr>
<td>Watch Summary</td>
</tr>
<tr>
<td>IMT Org Chart including all ICS positions filled by Sector personnel</td>
</tr>
<tr>
<td>Current Threat Conditions</td>
</tr>
<tr>
<td>Weather Forecast</td>
</tr>
<tr>
<td>NOAA Storm Track</td>
</tr>
<tr>
<td>Local Radar Picture</td>
</tr>
<tr>
<td>Predicted Wind Speed and Direction Chart</td>
</tr>
<tr>
<td>Predicted Surge</td>
</tr>
<tr>
<td>Storm Time Line</td>
</tr>
<tr>
<td>Port Conditions</td>
</tr>
<tr>
<td>Daily Ice Report (if necessary)</td>
</tr>
<tr>
<td>Choke Point Reports</td>
</tr>
<tr>
<td>Anchorage Reports</td>
</tr>
<tr>
<td>Personnel Status/ Accountability Reports</td>
</tr>
<tr>
<td>Status/Force Readiness of all Organic and Visiting Assets (including those in area for storm evasion)</td>
</tr>
<tr>
<td>Arrivals/COTP/WWM briefs</td>
</tr>
<tr>
<td>Present and Future Operations</td>
</tr>
<tr>
<td>Requests for Outside Forces</td>
</tr>
</tbody>
</table>

Revised 31 July 12

<table>
<thead>
<tr>
<th>Draft</th>
<th>Review</th>
<th>Approval</th>
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<tbody>
<tr>
<td>Ch, Contingency Planning and Exercises Staff</td>
<td>Ch, Planning &amp; Force Readiness</td>
<td>Commander SECNY</td>
</tr>
</tbody>
</table>
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APPENDIX 1

TO

ANNEX C

Captain of the Port New York
Hurricane and Severe Weather
Plan for the Port of New York and New Jersey
Introduction

This Appendix to Annex C – Operations contains the public information guidance of the “Captain of the Port New York Hurricane and Severe Weather Plan for the Port of New York and New Jersey” provided to port stakeholders.
Captain of the Port New York
Hurricane and Severe Weather Plan

For the Port of New York and New Jersey

Effective date: 20 August 2012

<table>
<thead>
<tr>
<th>Draft</th>
<th>Review</th>
<th>Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ch, Contingency Planning and Exercises Staff</td>
<td>Ch, Planning &amp; Force Readiness</td>
<td>Commander SECNY</td>
</tr>
</tbody>
</table>

Appendix I to Annex C I
Dear Sir or Madam:

Enclosed is the Port of New York and New Jersey Hurricane and Severe Weather Plan. This plan is applicable to all waterfront facilities, and commercial vessels within the Captain of the Port (COTP) New York Zone as defined in Title 33, Code of Federal Regulations, Part 3.05-30. This plan is designed to advise the maritime community of the sequence of events and timing of COTP decisions and actions during periods when the port is threatened by a hurricane or severe weather. The plan also recommends actions that should be taken by commercial vessels and waterfront facilities to prevent or minimize storm related deaths, injuries, and/or property damage.

This plan is effective upon receipt and supersedes all previous editions of the Sector New York Hurricane and Severe Weather Plan. Changes to the plan will be made as required and a revised copy will be posted in the “Waterways Management” section of the “Captain of the Port New York” directory at: http://homeport.uscg.mil. Comments and recommendations regarding this plan are welcome and should be addressed to the Sector New York Waterways Management Division, at the number listed above.

Sincerely,

GORDON LOEBL
Captain, U.S. Coast Guard
Captain of the Port, New York and New Jersey
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<tr>
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</tr>
<tr>
<td>Exhibit H Condition X-Ray Sample Broadcast Notice To Mariners</td>
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</tr>
<tr>
<td>Exhibit I Condition Yankee Sample Broadcast Notice To Mariners</td>
<td>33</td>
</tr>
<tr>
<td>Exhibit J Condition Zulu Sample Broadcast Notice To Mariners</td>
<td>34</td>
</tr>
<tr>
<td>Exhibit K Condition Yankee (Post Hurricane) Sample BNM</td>
<td>35</td>
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<tr>
<td>Exhibit L Sample Sector New York Notifications and 33 CFR</td>
<td>36-45</td>
</tr>
<tr>
<td>160.109 &amp;33 CFR 160.111</td>
<td></td>
</tr>
<tr>
<td>Exhibit M Sector New York Area of Responsibility Chart</td>
<td>46</td>
</tr>
</tbody>
</table>

### Authorities

<table>
<thead>
<tr>
<th>Draft Review Approval</th>
<th>Appendix 1 to Annex C</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ch, Contingency Planning and Exercises Staff</td>
<td>Ch, Planning &amp; Force Readiness</td>
</tr>
</tbody>
</table>
Introduction

1. This Hurricane and Severe Weather Plan has been developed to provide severe weather and hurricane guidance, for the maritime community in the Port of New York and New Jersey's Captain of the Port (COTP) zone.

2. This plan applies to all commercial vessels, waterfront facilities, and bridges, in the zone under the cognizance of the COTP New York, as defined by 33 CFR 3.05-30 (See chartlet in Exhibit M).

3. The zone under the cognizance of the COTP New York, as defined by 33 CFR 3.05-30 starts on the south shore of Long Island at 40°35.4'N, 73°46.6'W and proceeds southeasterly along a line bearing 127.5°T to 38°28.0'N, 70°11.0'W; thence northwesterly along a line bearing 122°T from the New Jersey coast at 40°18.0'N; thence west along 40°18.0'N to 74°30.5'W; thence northwesterly to the intersection of the New York-New Jersey-Pennsylvania boundaries at Tristate; thence northwesterly along the east bank of the Delaware River to 42°00.0'N; thence east to 74°39.0'W; thence southwesterly along 40°58.0'N, 73°40.0'W; thence southerly to the southern shore of Manursing Island at 40°58.0'N, 73°40.0'W; thence southeasterly to 40°52.5'N, 73°37.2'W; thence southerly to 40°52.5'N, 73°37.2'W; thence southerly to 40°40.0'N, 73°40.0'W; thence southwesterly to the point of origin.

4. Standard Severe Weather Practices and Hurricane Conditions have been developed to mandate action, provide guidance, and make public notification of Coast Guard intentions and requirements. They have been designed to minimize damage from heavy weather while taking into consideration the commercial needs of the maritime community. It is the Coast Guard's intention to work closely and communicate frequently with port users during severe weather. While this plan specifically refers to hurricanes, it is also applicable in any situation where weather or wind conditions are forecasted to be severe to enough to impact to normal operating conditions within the port.

5. The Hurricane Conditions the COTP New York has developed are as follows:

   a. **SEASONAL ALERT**: Set on June 1\textsuperscript{st} and remains in effect through November 30\textsuperscript{th}.

   b. **STORM CONDITION**: A storm condition is set to advise Coast Guard commands of severe weather other than that associated with hurricanes (which are tropical air mass storms). Storms may contain high and gusty wind, heavy rain, snow and/or hail, and are often accompanied by unusually high tides. Storm condition will be set when sustained winds of 50 kts or greater are forecast.
c. **WHISKEY**: Gale force winds from a hurricane force storm are expected to arrive within 72 hours.

d. **X-RAY**: Gale force winds from a hurricane force storm are expected to arrive within **48 hours**.

e. **YANKEE**: Gale force winds from a hurricane force storm are expected to arrive within **24 hours**.

f. **ZULU**: Gale force winds from a hurricane force storm are expected to arrive within **12 hours**.

6. The COTP will make information about changes in Hurricane Conditions and Standard Severe Weather Practices available to the maritime community in two ways:

   a. Through a Broadcast Notice to Mariners (BNM) on VHF-FM Channel 16 (156.800 MHz. Vessels will also be notified on the designated Vessel Traffic Service (VTS) frequencies, VHF- FM Channels 11, 12, and 14.

   b. Posted online at [http://homeport.uscg.mil](http://homeport.uscg.mil). Once at the homepage select the "Port Directory" tab towards the top of the page. Then select "New York" from the "Select Coast Guard Unit" drop down menu. Scroll down to the bottom of the page and select "Waterways Management".

7. Additional questions concerning Hurricane Conditions or Standard Severe Weather Practices, should be directed to the Sector New York Waterways Management Division at (718) 354-2353 during normal business hours, or the Sector New York Command Center, which can be reached 24-hours a day, 7 days a week at (718) 354-4353.
Authority

1. Sector New York’s Hurricane and Severe Weather Plan is published under the broad authority established in the Port and Waterways Safety Act (PWSA). The PWSA tasks the Coast Guard Captain of the Port (COTP) to conduct advance planning to protect ports and waterways in emergencies. The COTP is also to determine “proper and adequate protective measures, with the continuing consultation of other federal agencies, state representatives, affected users, and the general public, in the development and implementation of such measures” (Title 33, U.S. Code (USC), Section 1221).

2. The statutory authority for the COTP to implement the specific requirements contained in this plan are likewise found in the PWSA and further specified by U.S. Coast Guard (USCG) regulations. Under the provisions of Title 33, Code of Federal Regulations (CFR), Sections §160.109 and §160.111 (included for reference as Exhibit L), the COTP is authorized to direct the handling, loading, and storing of dangerous cargo aboard waterfront facilities and the movement or anchoring of any vessels within the COTP zone, as may be necessary, to protect the navigable waters and resources therein from harm resulting from vessel or structural damage, destruction, or loss.

3. The Coast Guard has additional authority under 33 CFR §161.11, in ports where a Vessel Traffic Service (VTS) has been established. A Vessel Traffic Service has been established in the Port of New York and New Jersey, providing the VTS Director at Sector New York the authority, during conditions of vessel congestion, restricted visibility, adverse weather, or other hazardous circumstances, to supervise or otherwise manage traffic by specifying time of entry, movement, or departures to, from, or within the VTS area.
**Standard Severe Weather Practices**

1. Standard Severe Weather Practices for the COTP New York and New Jersey Zone are outlined below. The COTP may, as warranted, impose additional vessel movement restrictions not specifically listed below. The COTP may also impose cargo and facility operation restrictions as conditions warrant. Sector New York may enact these practices based on actual or predicted conditions.

   a. **Winds sustained at 15 kts or gusting to 20 kts from the North or Northwest while on an ebb current:**
      
      i) All barges in the Bay Ridge anchorage shall have tugs alongside.

   b. **Winds sustained at 25 kts regardless of the wind or current direction:**
      
      i) All barges or “dead ships” in any anchorage not attached to a permanent mooring (i.e., Robbins Reef mooring ball) shall have tugs alongside.

      ii) All ships and tugs in an anchorage shall have their engines on-line.

      iii) All ships engaged in bunkering or lightering operations may have no more than one barge alongside.

   c. **Gale Conditions: Winds sustained at 34 kts regardless of the wind or current direction:**
      
      i) All ships at anchor in Bay Ridge, Gravesend, Perth Amboy, or Anchorage 19 shall have a pilot aboard.

      ii) All lightering and bunkering operations shall be suspended with all barges removed from anchored vessels.

      iii) Based on their ship’s particular characteristics and loading conditions, masters of ships at anchor should consider ordering tugs to assist their vessels in maintaining position in the anchorage.

      iv) Inspected vessels with a restriction on their Certificate of Inspection that restricts passenger operations when actual or predicted weather reaches gale conditions (winds at 34 kts or greater sustained) shall cease operations. The VTS Watch
Supervisor is to make vessel notifications IAW the SECNY QRC for Wind Restrictions and consult with the Inspections division as necessary.

d. **Winds sustained at 40 kts regardless of the wind or current direction:**

i) The transfer of hazardous cargo between vessels or barges and waterfront facilities shall be suspended.

ii) All ships in Stapleton Anchorage shall have a pilot aboard or on immediate standby. All ships in all other anchorages within the port shall have a pilot aboard.

iii) Barges may be ordered out of specific anchorages by the Captain of the Port. Tug/barge combinations may go to a berth or transit to an area, such as north of the George Washington Bridge, and anchor/ride out the storm. Tug/barge combinations will not be ordered out of the Port of New York and New Jersey.

iv) Depending on the actual harbor conditions, the Captain of the Port may impose restrictions on vessel movements into, out of, or within specific areas of the Upper or Lower Bay.

v) Unattended barges and ships at mooring balls, piers or facilities shall submit Remaining in Port checklist to the COTP under condition Whiskey, see Exhibit A, B or Exhibit C (Checklists for Commercial Vessels, Commercial Tugs and Barges, or Subchapter T and K Vessels remaining in port) and comply with Exhibit D or Exhibit E (mooring requirements for ships or barges). Additional requirements may be imposed at discretion of the COTP (e.g. barges with petroleum products may be required to have a tug alongside each barge).

e. **Winds sustained at 60 kts regardless of the wind or current direction:**

i) The Captain of the Port may impose a complete harbor closure affecting all commercial operations. Light tugs assisting other vessels/barges and emergency vessels will normally be the only vessels allowed to operate during these conditions.

f. **Line of severe thunderstorms or squall line approaching the area with expected winds greater than 25 kts:**

i) The Captain of the Port may impose any of the restrictions outlined above as early as necessary to ensure safety measures are in place prior to the onset of the severe weather.
Coast Guard Actions

1. Seasonal Alert:
   a. Coast Guard Sector New York will initiate a voice broadcast the last week of May indicating the start of hurricane season on 01 June. Port users will be prompted to review their hurricane contingency plans and Sector New York's Hurricane and Severe Weather Plan for the Port of New York and New Jersey. This alert will also be published in the First Coast Guard District’s Local Notice to Mariners, available online at: http://www.navcen.uscg.gov/lnm/d1/ and posted online at http://homeport.uscg.mil. Once at the homepage select the "Port Directory" tab towards the top of the page. Then select "New York" from the "Select Coast Guard Unit" drop down menu. Scroll down to the bottom of the page and select "Waterways Management".

2. Storm Condition:
   a. A storm condition is set to advise Coast Guard commands of severe weather other than that associated with hurricanes (which are tropical air mass storms). Storms may contain high and gusty wind, heavy rain, snow and/or hail, and are often accompanied by unusually high tides. Storm condition will be set when sustained winds of 50 kts or greater are forecast.
   b. Port Status: Open, no restrictions.
   c. When storm condition is set, port users shall monitor local weather broadcasts and implement their unit heavy weather bill and take immediate action to safeguard personnel and property and to minimize the damage caused by high winds, unusually high tides, and heavy rain.

3. Condition WHISKEY:
   a. Set when gale force winds from a hurricane force storm are expected to arrive in Port of New York and New Jersey within 72 hours. The Coast Guard will notify port users of weather conditions as received by the National Weather Service via a voice broadcast every 2 hours (see Exhibit G) and Alert Warning System (AWS) messages. Guidance contained in Exhibit (K) of this plan will be posted online at http://homeport.uscg.mil. Once at the homepage select the "Port Directory" tab towards the top of the page. Then select "New York" from the "Select Captain of the Port Zone" drop down menu. Scroll down to the bottom of the page and select "Waterways Management".

<table>
<thead>
<tr>
<th>Draft</th>
<th>Review</th>
<th>Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ch, Contingency Planning and Exercises Staff</td>
<td>Ch, Planning &amp; Force Readiness</td>
<td>Commander SECNY</td>
</tr>
</tbody>
</table>
b. Port Status: Open, no restrictions.

c. Require affected vessels to submit Exhibit A, Exhibit B, or Exhibit C (Checklists for Commercial Vessels, small passenger vessels, or Commercial Tugs and Barges remaining in port) and comply with Exhibit D or Exhibit E (mooring requirements for ships or barges), as necessary.

d. Coast Guard Port Safety teams will conduct routine preliminary surveys of the port, in order to determine anchorage populations and expected arrivals and departures, and to identify potential problem areas and unsafe conditions at facilities that may require special attention. Identify all laid-up vessels and obtain a report from a marine surveyor that certifies the number, size, arrangement and condition of all mooring lines are safe and capable of holding the vessel secure, taking into account the vessel's freeboard and draft, and extreme climatic, tidal, and current conditions. Ensure the laid-up vessel heavy weather plan is being initiated.

e. The Coast Guard may poll local tug and towboat companies to obtain a list of tugs available for assistance prior to and after hurricane passage.

4. Condition **X-RAY**:

   a. Set when gale force winds from a hurricane force storm are expected to arrive within 48 hours. The Coast Guard will update the voice broadcast and AWS message to alert port users of weather conditions received by the National Weather Service. This updated voice broadcast, contained in Exhibit (H), will be made every two hours. Guidance contained in Exhibit (L) of this plan will be posted online at [http://homeport.uscg.mil](http://homeport.uscg.mil). Once at the homepage select the “Port Directory” tab towards the top of the page. Then select "New York" from the “Select Coast Guard Unit” drop down menu. Scroll down to the bottom of the page and select "Waterways Management".

   b. Port Status: Open, no restrictions.

   c. The Coast Guard will individually assess requests from vessels desiring to enter or remain in port and issue COTP Orders as appropriate.

   d. Coast Guard aircraft, boats and vehicles will conduct random checks (as circumstances permit) of facilities and provide recommendations to them to assist in preparing for an impending hurricane.

5. Condition **YANKEE**:

   a. Set when gale force winds (34 knots) from a hurricane force storm are expected within 24 hours. The Coast Guard will update the voice broadcast and AWS message to alert port users of weather conditions received by the National Weather Service. This voice

<table>
<thead>
<tr>
<th>Authorities</th>
<th>Appendix I to Annex C</th>
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<tr>
<td>Draft</td>
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<td>Approval</td>
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<tr>
<td>Commander SECNY</td>
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</tbody>
</table>
broadcast, contained in Exhibit (I), will be made every two hours. Guidance contained in Exhibit (L) of this plan will be posted online at http://homeport.uscg.mil. Once at the homepage select the "Port Directory" tab towards the top of the page. Then select "New York" from the "Select Coast Guard Unit" drop down menu. Scroll down to the bottom of the page and select "Waterways Management".

b. Port Status: Open, with restrictions.

c. The Coast Guard will approve final mooring arrangements for vessels remaining in port.

6. Condition ZULU:

a. Set when gale force winds (34 knots) from a hurricane force storm are expected within 12 hours. The Coast Guard will update the voice broadcast and AWS message to port users of weather conditions received by the National Weather Service. This voice broadcast, contained in Exhibit (J) will be made every two hours. Guidance contained in Exhibit (L) of this plan will be posted online at http://homeport.uscg.mil. Once at the homepage select the "Port Directory" tab towards the top of the page. Then select "New York" from the "Select Coast Guard Unit" drop down menu. Scroll down to the bottom of the page and select "Waterways Management".

b. Port Status: Open, with restrictions. All users should prepare for a full port closure.

c. The COTP will suspend all cargo handling operations as the storm approaches.

7. Post Hurricane: (Storm Passed)

a. Set Hurricane Condition YANKEE.

b. The following items will be implemented in accordance with the COTP’s Continuity of Operations Plan and the Port Recovery Plan (Section 6300 of the Area Maritime Security Plan).

c. Coast Guard aircraft, boats, and vehicles will conduct checks of the port area, including the positioning of aids to navigation, to assess damage.

d. The COTP, in consultation with the appropriate agencies, organizations, and other local Coast Guard commands, will examine options for vessel traffic movement, pollution control, and other recovery efforts in order to resume normal operations in the port as quickly as possible.
e. The COTP will request the U.S Army Corps of Engineers (ACOE) to conduct channel surveys to identify potential obstructions and/or shoaling in primary navigation channels.

f. The COTP may direct the handling, loading, and storing of dangerous cargo aboard waterfront facilities and the movement or anchoring of any vessels within the COTP zone, as may be necessary, to protect the navigable waters and resources therein from harm resulting from vessel or structural damage, destruction, or loss under the provisions of 33 CFR 160.109 and 33 CFR 160.111.

g. Coast Guard Pollution Response Teams will investigate and/or respond, as appropriate to any oil or hazardous material spills reported in the port and surrounding area.
Action Requirements for Commercial Vessels, Pilots and Tug Companies

1. Seasonal Alert:
   a. Review the Captain of the Port New York Hurricane and Severe Weather Plan. Contact Captain of the Port New York at (718) 354-4070 to clarify questions.

2. Storm Condition:
   a. Review the Captain of the Port New York Hurricane and Severe Weather Plan. Contact Captain of the Port New York at (718) 354-4070 to clarify questions.

3. Condition WHISKEY:
   a. All self-propelled oceangoing vessels over 500 GT and all oceangoing barges and their supporting tugs, and all unattended barges attached to mooring balls must report their intention to depart or remain in port. If desiring to remain in port during the storm, vessels over 500 GT, all small passenger vessels, and all oceangoing barges and their supporting tugs must complete a REMAINING IN PORT CHECKLIST, Exhibit (A), (B) or (C), and submit it to the COTP within 24 hours for approval.
   
   b. All self-propelled oceangoing vessels over 500 GT and all oceangoing barges and their supporting tugs, if desiring to remain in port during the storm, must comply with COTP New York mooring requirements in Exhibits (D) or (E).
   
   c. Vessels leaving port should begin making preliminary preparations for departure from port including Customs and Border Protection (CBP) clearance, pilot/tug arrangements, take on water/bunkers/lube oil, etc.).
   
   d. All cruise ships planning to embark passengers shall report their intentions. This includes all cruise ships currently docked in the COTP Zone and those planning to arrive before full passage of the storm.
   
   e. All laid-up vessels should activate their heavy weather contingency plan.
   
   f. Alert the COTP to potential hazards from the approaching hurricane.
   
   g. Monitor Channel 16 VHF-FM for changes in hurricane conditions and initiation of appropriate COTP restrictions relating to vessel movement control.
   
   h. Review the COTP New York Hurricane and Severe Weather Plan.
4. Condition **X-RAY**:
   a. Continue to perform Condition **WHISKEY** action requirements.
   b. Assist COTP New York in notifying commercial marine interests of impending anchorage closures and COTP intentions for commercial vessels.
   c. Submit “Remaining in Port Checklist” (Exhibit A, B, or C) to the COTP for approval.
   d. Review the Captain of the Port New York Hurricane and Severe Weather Plan.

5. Condition **YANKEE**:
   a. Continue to perform Condition **WHISKEY** and **X-RAY** action requirements.
   b. Notify COTP New York immediately upon suspension of services.
   c. Comply expeditiously with all pertinent COTP directives: Vessels and barges not remaining in port during the hurricane must depart port within 12 hours of setting Hurricane Condition **YANKEE**. Vessels remaining in port shall finalize preparations for heavy weather, and strictly adhere to established COTP mooring requirements.
   d. Vessels departing port before the hurricane must provide COTP New York with accurate estimate, based on tide, availability of pilot/tugs, CBP clearance, loading of stores/water/fuel/lube oil, etc., as to earliest possible time vessel can depart port.
   e. Notify COTP New York immediately of any hazardous condition threatening the safe navigation of vessels, safety of the environment, or the personal safety of pilot/tug personnel.
   f. Monitor Channel 16 VHF-FM (and VTS frequencies as applicable).
   g. Review the COTP New York Hurricane and Severe Weather Plan.

6. Condition **ZULU**:
   a. Affect all hurricane emergency or severe weather action plans and complete final preparations for the hurricane.
   b. When directed by the COTP, suspend all but COTP approved operations.
   c. Monitor Channel 16 VHF-FM (and VTS frequencies as applicable).
d. Alert COTP New York to any unsafe conditions in local ports and waterways.

e. Tug companies and piloting organizations should keep COTP New York appraised on status/availability of service, and tug companies should provide a list of light tugs available for emergency response.

f. Review the COTP New York Hurricane and Severe Weather Plan.
**Action Requirements for Facility Owners and Operators**

1. **Seasonal Alert:**
   a. Review the COTP New York Hurricane and Severe Weather Plan. Contact COTP New York at (718) 354-4070 to clarify questions.

2. **Storm Condition:**
   a. Review the COTP New York Hurricane and Severe Weather Plan. Contact COTP New York at (718) 354-4070 to clarify questions.

3. **Condition WHISKEY:**
   a. Alert personnel to commence heavy weather preparations to ensure compliance with all Designated Waterfront Facility and Waterfront Facility action requirements at least 12 hours before impending hurricane or severe weather makes landfall.
   
b. Advise COTP New York on the status of present and expected facility cargo operations by calling the Facilities Branch at (718) 354-4286 during normal business hours and during non-business hours conduct (718) 354-4348.
   
c. Waterfront Petroleum and hazardous material facilities shall inventory contents/amounts in each storage tank, locate and review data on age/structural integrity of all storage tanks, and determine capacity of all berms surrounding facility storage tanks.
   
d. Review facility contingency plans for hurricane emergency and advise COTP New York on intended actions regarding vessels calling at terminal, safeguarding of facility personnel, staffing during hurricane emergency, and preparations for possible flooding due to high tides/heavy rains.
   
e. Review operational schedules to identify and reduce shipments of Cargoes of Particular Hazard, Hazardous Material, and/or Dangerous Cargoes arriving via highway or rail vehicles.
   
f. Notify the COTP at 718-354-4353 of all vessels in a “Lay-up” status and ensure that vessels are prepared for hurricane conditions.
   
g. Evaluate the extent that a 96-hour interruption of cargo operations, during and after storm passage, will interrupt strategic public safety, energy, or transportation needs. If a significant interruption is expected, report it to the COTP New York.
h. Review the COTP New York's Hurricane and Severe Weather Plan.

4. Condition **X-RAY**:
   
a. Continue to perform Condition **WHISKEY** requirements.

b. Advise COTP New York on the status of heavy weather preparations and estimated time for suspension of all cargo operations.

c. Advise COTP New York Sector Command Center at (718) 354-4353 or by fax at (718) 354-4125, on status of storage tank inventory, data available on structural integrity of all tanks/berm capacities, and intentions for ballasting of empty storage tanks. Once the IMT is stood-up all calls should go through (718) 354-4193. The IMT will publish updated contact numbers in Homeport.

d. Determine whether vessels desiring to remain moored to the facility during the hurricane will be allowed to do so. Notify the vessel master, vessel agent, and the COTP of the facility’s decision. Permission will be required from the COTP. Permission will be given only when other safe alternative berthing or anchorage has been identified within reasonable proximity.

5. Condition **YANKEE**:
   
a. Continue to perform Condition **WHISKEY** and **X-RAY** requirements.

b. Terminate all nonessential cargo operations within 12 hours of setting Hurricane Condition **YANKEE**. All drain manifolds; lines and cargo hoses should be blank and secure.

c. Remove potential pollutants, HAZMAT, and missile hazards from the dock area.

d. Load/ballast/secure storage tanks as necessary to withstand heavy wind/high tides.

e. Secure facility truck loading areas as necessary to withstand heavy winds/high tides.

f. Promote vessel safety by ensuring that vessels remaining at dock during hurricane have adequate mooring arrangements.

g. Promote safety of facility personnel by conducting preps for possible flooding due to high tides/heavy rains.

h. Establish lines of emergency communications with the COTP New York Sector Command Center on CH-16 VHF-FM the Incident Management Team (IMT) via landline at (718) 354-4193. The IMT will publish updated contact numbers in Homeport.
i. Secure or move hazardous materials and dangerous cargoes to a safe location. Individual drums of hazardous materials should be palletized, and banded. When palletized drums are stowed inside they should be elevated off the floor in a well ventilated warehouse. When stowed outside, palletized drums should be sheltered from the weather as much as possible, and in no case stacked more than two high. Stacked pallets of drums should also be braced and dunnaged to prevent shifting and/or toppling. (NOTE: 49 CFR Parts 171-178 should be used as a stowage and segregation guide, if the drums to be consolidated contain hazardous materials from different Hazard Classes/Divisions). Grounded intermodal containers should be stacked and positioned to best meet the predicted storm conditions. Empty containers should be moved to less flood prone areas if possible.

j. Notify COTP New York immediately of any existing hazardous condition threatening the facility, a vessel, the environment, or personal safety.

6. Condition ZULU:
   a. Affect all hurricane emergency or severe weather action plans and complete final preparations for the hurricane.
   b. When directed by the COTP, suspend all but COTP approved operations.
   c. Monitor Ch 16 VHF-FM (and VTS frequencies as applicable).
   d. Inspect all pollution response equipment to ensure its safety and readiness for deployments after the passage of the hurricane.
   e. All small craft owned by the facility that can be hauled out or trailered, should be removed from the water and secured well away from the effects of possible surge and high winds.
   f. Secure all facility cranes against high winds and move away from any vessels remaining at the facility.
   g. Alert COTP New York to any unsafe conditions in local ports and waterways.
Recommended Action Requirements for Pollution Contractors

1. Seasonal Alert:
   a. Review the COTP New York Hurricane and Severe Weather Plan. Contact COTP New York at (718) 354-4353 to clarify questions.
   b. Validate contact information with USCG Contingency Planning (718) 354-4070

2. Storm Condition:
   a. Review the COTP New York Hurricane and Severe Weather Plan. Contact COTP New York at (718) 354-4070 to clarify questions.

3. Condition WHISKEY:
   a. Assess status of pollution abatement equipment/staffing for hurricane or severe weather emergency.
   b. Call the COTP New York at (718) 354-4353 and advise of the availability of services, conditions under which services will be suspended, and status of emergency action plans to be implemented for the impending hurricane. Once the IMT is stood up, all calls should go to (718) 354-4193. The IMT will publish updated contact numbers in Homeport.

4. Condition X-RAY:
   a. Continue to perform Condition WHISKEY requirements.

5. Condition YANKEE:
   a. Continue to perform Condition WHISKEY and X-RAY requirements.
   b. Establish lines of emergency communications with the COTP New York Sector Command Center on Ch-16 VHF-FM and the IMT via landline at (718) 354-4193.
   c. Notify the COTP New York Sector Command Center immediately upon suspension of services.

6. Condition ZULU:
   a. Affect all hurricane emergency or severe weather action plans and complete final preparations for the hurricane.
b. When directed by the COTP, suspend all but COTP approved operations.

c. Monitor Ch. 16 VHF-FM.

d. Keep the COTP New York Incident Management Team appraised on status/availability of service.
Emergency Drawbridge Openings

1. During periods of natural disasters such as hurricanes, drawbridges may close to marine traffic unless otherwise directed by the Coast Guard (see 33 CFR 117.33). Prior to closing a drawbridge, the bridge owner must receive approval from the Coast Guard First District Commander. Any bridge authorities desiring to temporarily cease or restrict drawbridge openings must contact the Bridge Administration Branch at (212) 668-7165 between 7:30 a.m. and 4:30 p.m., Monday through Friday. At all other times contact the COTP New York Sector Command Center at (718) 354-4353. The Command Duty Officer will relay the request and furnish a response as quickly as possible.

2. Drawbridges are required to be capable of operation at normal ranges of wind, temperature, and weather conditions encountered for their area. Requests to close bridges to marine traffic at specific winds less than 60 mph (52 knots) to prevent damage will be considered by the Coast Guard on a case-by-case basis.

3. If a mariner is confronted with a situation that requires the emergency opening of a drawbridge, contact either the Bridge Administration Branch or the COTP New York Sector Command Center at the above numbers. While telephone requests are preferred, emergency openings may be requested via Channel 16 VHF-FM. Vessels requesting an opening of a drawbridge should be prepared to state the nature of their emergency and have other possible options available in the event a bridge cannot open.

4. Upon notification to the Coast Guard the Arthur Kill Railroad Bridge will close when winds are anticipated to be 60 MPH or greater and will remain closed until the Captain of the Port deems it safe to open. Upon closure, Conrail shall have a qualified bridge operator located in the immediate vicinity of the AK RR Bridge to ensure the bridge is reopened.
## Exhibit A

**Self-propelled Oceangoing Vessels over 500 Gross Tons Remaining in Port Checklist**

Fax completed forms to (718) 354-4125 (Sector Command Duty Officer) or call (718) 354-4353

*NOTE: One form may be used to identify multiple vessels owned/operated by each company.*

<table>
<thead>
<tr>
<th>Vessel Name: ___________________</th>
<th>Call sign: ___________________</th>
<th>Official number: ______________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross tonnage: _________________</td>
<td>Draft Fwd/Aft: _______________</td>
<td>Length: _______________ Beam:</td>
</tr>
<tr>
<td></td>
<td>Air Draft: _________________</td>
<td>Horsepower: _________________</td>
</tr>
<tr>
<td>Number of Engines: ______________</td>
<td>Cargo(s): __________________</td>
<td><em>If Oil/Hazmat</em>, amount in BBLs:</td>
</tr>
<tr>
<td></td>
<td>Amount of Bunkers _______________</td>
<td>Lube Oil _______________ Diesel _______________</td>
</tr>
<tr>
<td>Amount/type of dangerous cargoes on board: __________________</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Attach copy of dangerous cargo manifest, if appropriate)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flag/Nationality: ______________</td>
<td>Master’s/ Point of Contact name: ______________</td>
<td></td>
</tr>
<tr>
<td>Phone #: ___________________</td>
<td>E-mail Address __________________</td>
<td></td>
</tr>
<tr>
<td>Total crew/passengers: __________________</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name of charterer/operator: __________________</td>
<td>24-hr Phone charterer/operator: __________________</td>
<td></td>
</tr>
<tr>
<td>Name of owner __________________</td>
<td>24-hr Phone number of owner: __________________</td>
<td></td>
</tr>
<tr>
<td>Reason why vessel is requesting not to leave port: __________________</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Any unusual conditions affecting vessel’s seaworthiness? __________________ |

Operational status of machinery on board (Main Engines, Firefighting pumps, Bilge pumps, etc): __________________ |

Insurance provider: __________________ | 24-hr Contact number: __________________ |

Present location: __________________ |

Proposed location for weathering storm: __________________ |

Mean Low water depth at proposed berth: __________________ |

**Facility owner/operator permission obtained? YES _____ NO _____**

Facility POC: __________________ | Phone #: __________________ |

Responsible party name and 24-hour phone number in event of oil discharge, chemical release, salvage: __________________ |

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<thead>
<tr>
<th><strong>Authorities</strong></th>
<th><strong>Appendix I to Annex C 23</strong></th>
</tr>
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<tbody>
<tr>
<td>Draft Ch, Contingency Planning and Exercises Staff</td>
<td>Review Ch, Planning &amp; Force Readiness</td>
</tr>
</tbody>
</table>
Pollution contract company Name and Phone #_______________________________________________________

Vessel ballast capacity: ______________________ Intents for ballasting (Yes/No): ____________

Estimated draft of vessel in ballasted condition: ______________________

Proposed mooring arrangements (Provide drawing of moorings, note line size, wires and placement (with names/HP) of attending Tug(s)) and intentions for complying with mooring requirements specified in Exhibit C or D, as appropriate: ____________________________________________
Exhibit B
Tug/Barge Remaining in Port Checklist

Fax completed forms to (718) 354-4125 (Sector Duty Officer) or call (718) 354-4353

NOTE: One form may be used to identify multiple vessels owned/operated by each company.

Tug Name: _________________________ Call sign: ___________________ Nationality of tug: _____________
Gross tonnage: _____________________ Official # Barge(s): ______________________
Engine Types/Number: _____________ Draft (Fwd/Aft): _______________ Length: _______________
Beam: _______________ Air Draft: _______________ Tug Horsepower: _______________
Single / Twin Screw: _______________
Barge Cargo(s): ______________________
(If Oil/Hazmat) Amount in BBLs: _______________
Amount of Bunkers _______________ Lube Oil _______________ Diesel _______________
Amount/type of dangerous cargoes on board: _______________________________________________________
(Attach copy of dangerous cargo manifest, if appropriate)
Will tug be tending barge while in port (Yes/No): ______________________
Master’s name, phone #, e-mail contact: ___________________________________________________________
___________________________________________________________________________________________
Total crew /passengers: ______________________________________________________________
Name of charterer/operator: ______________________ 24-Phone charterer /operator:
Name of owner_________________________________ 24-Phone number of owner: ______________________
Reason why vessel is not leaving port: ___________________________________________________________
___________________________________________________________________________________________
Any unusual conditions affecting Tug or Barge seaworthiness? ________________________________
___________________________________________________________________________________________
Operational status of machinery on board Tug & Barges (Main Engines, Firefighting pumps, Bilge pumps, etc):
___________________________________________________________________________________________
Insurance provider: ______________________ 24-hr Contact number: ______________________
Present location: ______________________
Proposed location for weathering storm: ______________________
Facility owner/operator permission obtained? YES _____ NO ______
Facility POC: ______________________ 24-hour Phone #_____________________
Responsible party name & 24-hr contact number in event of oil discharge, chemical release, salvage: _________
___________________________________________________________________________________________
Pollution Contract Company Name and Phone #_____________________________________________________

Intentions for ballasting: ____________________

Estimated draft of vessel in ballasted condition: ____________________________________________________

Number/condition of vessel anchors: _______________________________________________________________

Tug company on standby: ________________________________________________________________

Proposed mooring arrangements: Provide drawing of moorings, note line size, wires and placement (with names/HP) of attending Tug(s) and intentions for complying with mooring requirements specified in Exhibit C or D, as appropriate: _____________________________________________________________________________
Exhibit C

Subchapter T &K Vessels Remaining in Port Checklist

Fax completed forms to (718) 354-4125 (Sector Duty Officer) or call (718) 354-4353

NOTE: One form may be used to identify multiple vessels owned/operated by each company.

Vessel Name: _________________________ Call sign: __________________________
Official number:____________________ Gross tonnage: _______________
Draft: ___________________ Length:___________ Beam: _______________
Air Draft: ______________ Horsepower: ______________ Single / Twin Screw: __________
Engine Types/Number: ___________________ Hull type: ___________________ Tonnage: ______________
Cargo(s): ____________________________________________ Amount in BBLs: ______________
Amount of Bunkers ______________________ Lube Oil ______________________ Diesel ___________
Amount/type of dangerous cargoes on board: __________________________________________
Master’s name: __________________________________________
Total crew/passengers & qualifications: __________________________________________
Name of charterer/operator: ______________________ 24-hr Phone charterer/operator: ___________
Name of owner ____________________________ 24-hr Phone number of owner: __________________
Reason why vessel is requesting not to leave port: _________________________________________
__________________________________________________________
Any unusual conditions affecting vessel’s seaworthiness? ____________________________________
__________________________________________________________
Operational status of machinery on board (Firefighting pumps, Bilge pumps, etc):
__________________________________________________________
__________________________________________________________
Insurance provider: ________________________ 24-hr Contact number: _______________________
Vessel gave insurance provider information to the facility if applicable:
Present location: _____________________________________________
Proposed location for weathering storm: _________________________________________________
Mean Low water depth at proposed berth: _________________________________________________
Facility owner/operator permission obtained? YES _____ NO ______
Facility POC: _______________________________________________ Phone #: ____________________
Responsible party name and 24-hour phone number in event of oil discharge, chemical release, Salvage: __________________________
Pollution contract company Name and Phone #: ____________________________
Vessel ballast capacity: ____________________________ Intentions for ballasting: __________________________
__________________________________________________________
Status/availability of vessel’s main propulsion system: ____________________________________
Proposed mooring arrangements and intentions for complying with mooring requirements specified in Exhibit C or D, as appropriate:
***Submit a diagram detailing Type /Number /Size /Arrangement /Condition of Mooring Lines /Wires***
Number/condition of vessel anchors: _______________________________________________________
Tug company on standby: _______________________________________________________________
**Exhibit D**

**Mooring Requirements for Ships Remaining in**

**COTP New York Zone During a Hurricane**

1. The vessel master shall ensure, to the satisfaction of the Coast Guard, that the vessel is moored with sufficient mooring lines and/or wires to resist the effects of hurricane force winds.

2. The outboard anchor shall be rigged at short stay. Sufficient officers and crew shall be on board to tend mooring lines, the vessel’s main propulsion, and other machinery.

3. The vessel shall be ballasted to ensure maximum safety.

4. All side ports, hatches, portholes and other openings shall be closed and secured.

5. Bilge pumps shall be tested and in good operating condition and ready for immediate use.

6. All fire fighting equipment shall be readily available.

7. A gangway or other suitable means of access between the vessel and the pier shall be rigged.

8. At least one (1) fire warp of sufficient strength to tow the vessel shall be rigged at both the bow and at the stern of the vessel, no more than six (6) feet from the water’s edge.

9. Spare mooring lines and/or wires shall be readily available on deck, forward and aft.

10. No less than forty-eight (48) hours before gale force winds from a hurricane are expected, a continuous radio watch shall be maintained on Channel 16 VHF-FM (156.8 MHZ) by an English-speaking person.

11. No vessel shall be nested with another vessel.

12. **When sustained winds from the approaching hurricane reach 25kts, all ships must have their engines online.**
**Exhibit E**

**Mooring Requirements for Barges Remaining in COTP New York Zone During Hurricane**

1. The barge shall be moored with sufficient mooring lines and wires to resist the effects of hurricane force winds.

2. Sufficient personnel shall be immediately available to tend mooring lines.

3. All hatches, portholes, and other openings shall be closed and secured.

4. All fire fighting equipment shall be readily available.

5. At least one (1) fire warp of sufficient strength to tow the barge shall be rigged at the bow and at the stern of the barge (moored - offshore side) of the vessel, no more than six (6) feet from the water’s edge.

6. Spare mooring lines and/or wires shall be readily available on deck, forward and aft.

7. All available anchors shall be prepped to be deployed if conditions warrant.

8. No barge shall be nested with another vessel/barge.

9. A standby tug should be available to retrieve breakaway barges.
Exhibit F

Set Storm Condition SITREP to D1

SUBJ: set storm conditions
A. Appendix 21 to Annex 6 of CCGDONE OPLAN 9710-06 (First Coast Guard District Contingency Response Plan)
1. A severe winter storm will be affecting the D1 AOR within the next 24 hours.
2. Action:
   a. Set storm conditions for expected winds of 35 kts in some coastal regions and snowfall of 6 to 10 inches possible from Eastport to Sandy Hook.
   b. All units ensure compliance with requirements of reference a with the exception of paragraph 2 (requirement for cutters 225' and below assuming Bravo-2). Following passage of storm, sectors shall submit SITREP to D1CC stating status of personnel accountability and status of units with regards to any damage or capability degradation using the template below.
   c. Subj: post storm assessment
      a. CCDGONE xxxxxxxz Dec 08
         1. Personnel:
            a. Accounted for:
            b. Displaced:
            c. Injuries:
         2. Units:
            a. Damage/ETR:
            b. Limitations:
         3. Other concerns:
         4. Sector POC and contact info
   3. POC: D1(CC) at d01-smb-d1cmdcenter(at)uscg.mil or 617-223-8555.
Exhibit G

Condition WHISKEY Broadcast Notice to Mariners

O DTG
FM COMCOGARD SECTOR NEW YORK NY
TO CCGDONE BOSTON MA
BT
UNCLAS //N03140//
SUBJ: REQUEST BROADCAST NOTICE TO MARINERS
1. Request the following notice to mariners be broadcast upon receipt and every 2 hours until condition three is set.
"quote"
The U.S. Coast Guard Captain of the Port has set hurricane condition Whiskey for the Port of New York and New Jersey. Gale force winds from a hurricane force storm________ are expected to make landfall along the coast of New York/New Jersey within 72 hours. All vessels and facilities should review the Captain of the Port New York Hurricane and Severe Weather Plan. Pleasure craft are advised to seek safe harbor. Drawbridges may not be operating when sustained winds reach 35 kts or when evacuation is in progress. Vessels requesting to enter, transit or remain within (insert affected waterways) must comply with the following requirements: all commercial vessels and barges greater than 500 gross tons must immediately advise the Captain of the Port of their intent to remain in port or depart. Commercial vessels and barges greater than 500 gross tons desiring to remain in port must arrange safe mooring and shall complete and submit in writing within 24-hours to the Captain of the Port a remaining in port checklist for approval. Copies of the checklist are available from the Captain of the Port.
"unquote"
BT
NNNN
Exhibit H

Condition X-RAY Broadcast Notice to Mariners

O DTG
FM COMCOGARD SECTOR NEW YORK NY
TO CCGDONE BOSTON MA
BT
UNCLAS //N03140//
SUBJ: REQUEST BROADCAST NOTICE TO MARINERS
1. Request the following notice to mariners be broadcast upon receipt and every 2 hours until condition two is set.
"quote"
The U.S. Coast Guard Captain of the Port has set hurricane condition X-ray for the Port of New York and New Jersey. Gale force winds from a hurricane force storm are expected to make landfall along the coast of New York/New Jersey within 48 hours. All vessels and facilities should review the Captain of the Port New York Hurricane and Severe Weather Plan. Pleasure craft are advised to seek safe harbor. Drawbridges may not be operating when sustained winds reach 35 kts or when evacuation is in progress. Vessels requesting to enter, transit or remain within (insert affected waterways) must comply with the following requirements: all commercial vessels and barges greater than 500 gross tons desiring to remain in port must arrange safe mooring and shall complete and submit immediately to the Captain of the Port a remaining in port checklist for approval. Commercial vessels and barges of 500 gross tons departing the port must plan to depart no later than 12 hours prior to the arrival of gale force winds. Mariners are advised that the Captain of the Port will impose vessel traffic control measures significantly limiting vessel movement and activities when gale force winds are within 12 hours of the port. Vessels bound for the port of New York and New Jersey which are unable to depart 12 hours prior to the arrival of gale force winds are advised to seek an alternate destination.
"unquote"
BT
NNNN
Exhibit I

Condition YANKEE Broadcast Notice to Mariners

O DTG
FM COMCOGARD SECTOR NEW YORK NY
TO CCGDONE BOSTON MA
BT
UNCLAS //N03140//
SUBJ: SECURITY BROADCAST
1. Request the following notice to mariners be broadcast upon receipt and every 2 hours until condition one is set.
"quote"
The U.S. Coast Guard Captain of the Port has set hurricane condition Yankee for the Port of New York and New Jersey. Gale force winds from a hurricane force storm_________ are expected to make landfall along the coast of New York/New Jersey within 24 hours. All vessels and facilities should review the Captain of the Port New York Hurricane and Severe Weather Plan. Pleasure craft are advised to seek safe harbor. Drawbridges may not be operating when sustained winds reach 35 kts or when evacuation is in progress. When directed by the COTP, all facilities and vessels within (insert affected waterways) shall cease cargo operations, bunkering and lightering. All commercial vessels and barges greater than 500 gross tons desiring to depart port must contact the Captain of the Port if their departure time is later than 12 hours after the setting of hurricane condition Yankee. Vessels bound for the Port of New York and New Jersey are advised to seek an alternate destination.
"unquote"
BT
NNNN
Exhibit J

Condition ZULU Broadcast Notice to Mariners

O DTG
FM COMCOGARD SECTOR NEW YORK NY
TO CCGDONE BOSTON MA
BT
UNCLAS //N03140//
SUBJ: SECURITY BROADCAST
1. Request the following Notice to Mariners be broadcast upon receipt and every 2 hours until post hurricane condition is set. "quote"
The U.S. Coast Guard Captain of the Port has set hurricane condition Zulu for the Port of New York and New Jersey. Gale force winds from a hurricane force storm_______ are expected to make landfall along the coast of New York/New Jersey within 12 hours. All port vessels and facilities should review the Captain of the Port New York Hurricane and Severe Weather Plan. All commercial vessels and barges greater than 500 gross tons remaining in port must be at their mooring site in accordance with their remaining in port checklist as approved by the COTP. No vessel may enter, transit or remain within (insert affected waterways) without the permission of the Captain of the Port. "unquote"
BT
NNNN
Exhibit K

Condition YANKEE (Post Hurricane) Broadcast Notice to Mariners

O DTG
FM COMCOCARD SECTOR NEW YORK NY
TO CCGDONE BOSTON MA
BT
UNCLAS //N03140//
SUBJ: SECURITY BROADCAST

1. Request the following notice to mariners be broadcast upon receipt and every 2 hours until canceled.

"quote"
The U.S. Coast Guard Captain of the Port has set post hurricane condition Yankee for the port(s) of ____________, ____________, and _______________. Vessel movement is limited as follows ____________. Mariners are advised to exercise caution when transiting restricted waters due to gusty winds, high seas and aids to navigation possibly being off station and unreliable. Movement of vessels requiring docking pilots generally do not move vessels until winds abate below 39 mph and ATON, channel and waterway surveys have been conducted.

"unquote"
BT
NNNN

Note: We may keep certain areas of the port closed where hazards are known.
Exhibit L

URGENT COAST GUARD NOTIFICATION

Subject: Hurricane Seasonal Alert initiated in the Port of New York and New Jersey

Date: Revision No.: 

In preparation for hurricane season, the COTP New York recommends the following action to ensure the New York and New Jersey maritime communities are prepared in the event hurricane conditions affect this area. The following actions apply at this time:

1. Review Coast Guard Captain of the Port New York's Hurricane and Severe Weather Plan for the Port of New York and New Jersey. Contact the Sector New York Waterways Branch at (718) 354-2353 to update your contact information. The plan is available to download in the “Waterway Management” section of the “Captain of the Port New York” directory at http://homeport.uscg.mil

2. Conduct training with vessel/facility personnel to ensure all employees are aware of the potential risks and responsibilities associated with hurricanes.

3. Standard Severe Weather Practices for the COTP New York Zone are outlined below. These standards apply year-round, whether resulting from a hurricane, tropical storm, Nor'easter, or any other adverse weather resulting in high winds. The COTP may, at his discretion, impose additional restrictions not specifically listed below and may enact these practices based on actual or predicted conditions. Consult the Captain of the Port New York Hurricane and Severe Weather Plan for additional requirements.

   a. Winds sustained at 15 kts or gusting to 20 kts from the North or Northwest while on an ebb current:
      i.) All barges in the Bay Ridge anchorage shall have tugs alongside.

   b. Winds sustained at 25 kts regardless of the wind or current direction:
      i.) All barges or “dead ships” in any anchorage not attached to a permanent mooring (i.e., Robbins Reef mooring ball) shall have tugs alongside.
ii.) All ships and tugs in an anchorage shall have their engines on-line.

iii.) All ships engaged in bunkering or lightering operations may have no more than one barge along side.

c. Gale Conditions: Winds sustained at 34 kts regardless of the wind or current direction:

i.) All ships at anchor in Bay Ridge, Gravesend, Perth Amboy, or Anchorage 19 shall have a pilot aboard.

ii.) All lightering and bunkering operations shall be suspended with all barges removed from anchored vessels.

iii.) Based on their ship’s particular characteristics and loading conditions, masters of ships at anchor should consider ordering tugs to assist their vessels in maintaining position in the anchorage.

iv.) Inspected vessels with a restriction on their Certificate of Inspection that restricts passenger operations when actual or predicted weather reaches gale conditions (winds at 34 kts or greater sustained) shall cease operations. The VTS Watch Supervisor is to make vessel notifications IAW the SECNY QRC for wind restrictions and consult with the Inspections division as necessary.

d. Winds sustained at 40 kts regardless of the wind or current direction:

i.) The transfer of hazardous cargo between vessels or barges and waterfront facilities shall be suspended.

ii.) All ships in Stapleton Anchorage shall have a pilot aboard or on immediate standby. All ships in all other anchorages within the port shall have a pilot aboard.

iii.) Barges may be ordered out of specific anchorages by the Captain of the Port. Tug/barge combinations may go to a berth or transit to an area, such as north of the George Washington Bridge, and anchor/ride out the storm. Tug/barge combinations will not be ordered out of the Port of New York and New Jersey.

iv.) Depending on the actual harbor conditions, the Captain of the Port may impose restrictions on vessel movements into, out of, or within specific areas of the Upper or Lower Bay.

v.) Unattended barges attached to mooring balls shall have a tug standing by in the immediate vicinity.

e. Winds sustained at 60 kts regardless of the wind or current direction:

i.) The Captain of the Port may impose a complete harbor closure affecting all commercial operations. Light tugs assisting other vessels/barges and emergency vessels will normally be the only vessels allowed to operate during these conditions.

f. Line of severe thunderstorms or Squall line approaching the area with expected winds greater than 25 kts:

i.) The Captain of the Port may impose any of the restrictions outlined above as early as necessary to ensure safety measures are in place prior to the onset of the severe weather.
Exhibit L

URGENT COAST GUARD NOTIFICATION

Subject: HURRICANE XXnameXX

Date: 
Revision No.: 

SET HURRICANE CONDITION WHISKEY
IN THE PORT OF NEW YORK and NEW JERSEY
(Gale Force Winds Expected in 72 Hours)

In anticipation of the arrival of Hurricane XXnameXX, the COTP New York is taking precautionary measures to ensure maritime communities are prepared in case hurricane conditions affect this area. The following minimum requirements are being highlighted to prompt quick action. All port users should consult Coast Guard COTP New York's Hurricane and Severe Weather Plan for the Port of New York and New Jersey to learn of additional requirements.

1. The U.S. Coast Guard COTP has set Hurricane Condition Whiskey for the Port of New York and New Jersey. Gale force winds from a hurricane force storm _________ are expected to make landfall along the coast of New York/New Jersey within 72 hours.

2. All vessels and facilities should review the COTP New York Hurricane and Severe Weather Plan.

3. Drawbridges may not be operating when sustained winds reach 35 kts or when evacuation is in progress.

4. In accordance with 33 CFR 160.111, vessels requesting to enter, transit or remain within (insert affected waterways) must comply with the following requirements:
   a. All commercial vessels and barges greater than 500 gross tons must advise the COTP of their intent to remain in port or depart. Vessels and barges desiring to remain in port must arrange safe mooring and shall complete and submit in writing, within 24-hours to the COTP, a Remaining in Port Checklist for approval. Copies of the checklist are available in the New York Hurricane and Severe Weather Plan.

(718) 354-XXXX.
Vessel Traffic Service: 4088, 4089 or fax 4096
Facilities Branch: 4353 or fax 4125
Marine Response (pollution): 4353 or fax 4125
Vessel Inspections: 4353 or fax 4125
Waterways Management: 4353 or fax 4125
All reports and questions should now be directed to the Captain of the Port New York’s Sector Command Center at the following numbers:

1. The U.S. Coast Guard COTP has set Hurricane Condition X-RAY for the Port of New York and New Jersey. Gale force winds from a hurricane force storm _________ are expected to make landfall along the coast of New York/New Jersey within 48 hours.

2. All vessels and facilities should review the Captain of the Port New York Hurricane and Severe Weather Plan.

3. Drawbridges may not be operating when sustained winds reach 35 kts or when evacuation is in progress.

4. In accordance with 33 CFR 160.11, vessels requesting to enter, transit or remain within (insert affected waterways) must comply with the following requirements:
   a. All commercial vessels and barges greater than 500 gross tons desiring to remain in port must arrange safe mooring and shall complete and submit immediately to the COTP a Remaining in Port Checklist for approval. Commercial vessels and barges of 500 gross tons departing the port must plan to depart no later than 12 hours prior to the arrival of gale force winds.

5. Mariners are advised that the COTP will impose vessel traffic control measures significantly limiting vessel movement and activities when gale force winds are within 12 hours of the port. Vessels bound for the port of New York and New Jersey which are unable to depart 12 hours prior to the arrival of gale force winds are advised to seek an alternate destination.

6. Vessels and facilities continuing operations should notify the Captain of the Port New York at one of the below numbers.
(718) 354-XXXX.
Sector Command Center: 4353 or fax 4125
Vessel Traffic Service: 4088, 4089 or fax 4096
Facilities Branch: 4353 fax 4125
Marine Response (pollution): 4353 or fax 4125
Vessel Inspections: 4353 or fax 4125
Waterways Management: 4353 or fax 4125
Exhibit L

URGENT COAST GUARD NOTIFICATION

Subject: HURRICANE XXnameXX

Date: Revision No.: 

SET HURRICANE CONDITION YANKEE
IN THE PORT OF NEW YORK and NEW JERSEY
(Gale Force Winds Expected in 24 Hours)

In anticipation of the arrival of Hurricane XXnameXX, the COTP New York is taking precautionary measures to ensure maritime communities are prepared in case hurricane conditions affect this area. The following minimum requirements are being highlighted to prompt quick action. All port users should consult Coast Guard Captain of the Port New York’s Hurricane and Severe Weather Plan for the Port of New York and New Jersey to learn of additional requirements.

1. The U.S. Coast Guard COTP has set Hurricane Condition YANKEE for the Port of New York and New Jersey. Gale force winds from a hurricane force storm _______ are expected to make landfall along the coast of New York/New Jersey within 24 hours.

2. All vessels and facilities should review the Captain of the Port New York Hurricane and Severe Weather Plan.

3. Drawbridges may not be operating when sustained winds reach 35 kts or when evacuation is in progress.

4. In accordance with 33 CFR 160.109, all facilities and vessels within (insert affected waterways) shall cease cargo operations, lightering and bunkering when directed by the COTP.

5. In accordance with 33 CFR 160.111, all commercial vessels and barges greater than 500 gross tons desiring to depart port must contact the COTP if their departure time is later than 12 hours after the setting of Hurricane Condition YANKEE. Vessels bound for the port of New York and New Jersey are advised to seek an alternate destination.

6. Vessels and facilities continuing operations should notify Coast Guard Sector New York at one of the below numbers.
(718) 354-XXXX.
Sector Command Center: 4353 or fax 4125
Vessel Traffic Service: 4088, 4089 or fax 4096
Facilities Branch: 4353 fax 4125
Marine Response (pollution): 4353 or fax 4125
Vessel Inspections: 4353 or fax 4125
Waterways Management: 4353 or fax 4125
Exhibit L

URGENT COAST GUARD NOTIFICATION

Subject: HURRICANE XXnameXX

Date: Revision No.: 

SET HURRICANE CONDITION ZULU
IN THE PORT OF NEW YORK and NEW JERSEY
(Gale Force Winds Expected in 12 Hours)

1. The U.S. Coast Guard COTP has set Hurricane Condition ZULU for the port of New York and New Jersey. Gale force winds from a hurricane force storm ________ are expected to make landfall along the coast of New York/New Jersey within 12 hours.

2. All port vessels and facilities should review the Captain of the Port New York Hurricane and Severe Weather Plan.

3. In accordance with 33 CFR 160.111, all commercial vessels and barges greater than 500 gross tons remaining in port must be at their mooring site in accordance with their Remaining in Port Checklist as approved by the COTP. When directed by the COTP, no vessel may enter, transit or remain within (insert affected waterways) without the permission of the Captain of the Port.

4. All tugs should advise the Captain of the Port New York on the availability of light tugs to assist with emergency operations during the hurricane.

5. All reports and questions should be directed to the Sector Command Center at the following numbers:

(718) 354-XXXX.

Sector Command Center: 4353 or fax 4125
Vessel Traffic Service: 4088, 4089 or fax 4096
Facilities Branch: 4353 fax 4125
Marine Response (pollution): 4353 or fax 4125
Vessel Inspections: 4353 or fax 4125
Waterways Management: 4353 or fax 4125
Exhibit K

URGENT COAST GUARD NOTIFICATION

Subject: HURRICANE XXX

Date: Revision No.:

SET POST HURRICANE CONDITION YANKEE
IN THE PORT OF NEW YORK and NEW JERSEY

1. The U.S. Coast Guard COTP has set Post Hurricane Condition YANKEE for the Port of New York and New Jersey.

2. Vessel movement is limited as follows:

3. Mariners are advised to exercise caution when transiting restricted waters due to gusty winds, high seas, and aids to navigation possibly being off station and unreliable.

4. Movement of vessels requiring docking pilots may be restricted since docking pilots generally do not move vessels until winds abate below 39 mph and ATON, Channel and Waterway surveys have been conducted.

All reports and questions should be directed to the Sector Command Center at the following numbers:

(718) 354-XXXX.
Sector Command Center: 4353 or fax 4125
Vessel Traffic Service: 4088, 4089 or fax 4096
Facilities Branch: 4353 fax 4125
Marine Response (pollution): 4353 or fax 4125
Vessel Inspections: 4353 or fax 4125
Waterways Management: 4353 or fax 4125
EXHIBIT L

33 CFR 160.109 Waterfront facility safety, and
33 CFR 160.111 Special orders applying to vessel operations

33 CFR 160.109 Waterfront facility safety.

(a) To prevent damage to, or the destruction of, any bridge or other structure on or in the navigable waters of the United States, or any land structure or shore area immediately adjacent to such waters, and to protect the navigable waters and the resources therein from harm resulting from vessel or structure damage, destruction, or loss, each District Commander or Captain of the Port may:
(1) Direct the handling, loading, unloading, storage, and movement (including the emergency removal, control and disposition) of explosives or other dangerous articles and substances, including oil or hazardous material as those terms are defined in 46 U.S.C. 2101 on any structure on or in the navigable waters of the United States, or any land structure or shore area immediately adjacent to those waters; and
(2) Conduct examinations to assure compliance with the safety equipment requirements for structures.

33 CFR 160.111 Special orders applying to vessel operations.

Each District Commander or Captain of the Port may order a vessel to operate or anchor in the manner directed when:
(a) The District Commander or Captain of the Port has reasonable cause to believe that the vessel is not in compliance with any regulation, law or treaty;
(b) The District Commander or Captain of the Port determines that the vessel does not satisfy the conditions for vessel operation and cargo transfers specified in §160.113; or
(c) The District Commander or Captain of the Port has determined that such order is justified in the interest of safety by reason of weather, visibility, sea conditions, temporary port congestion, other temporary hazardous circumstances, or the condition of the vessel.
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APPENDIX 2

TO

ANNEX C

POST STORM ACTIVITIES
USCG Sector New York: 
Captain of the Port New York

Hurricane and Severe Weather Plan
Post Storm Activities

Introduction

In order to assure consistency, accuracy, and proper coordination with all of our Port Partners, the Port Recovery Plan is Section 6000 to the Area Maritime Security Plan. This document is SSI. Authorized personnel are directed to that document for development of the Port Recovery Strategy for any given events, including post-natural disaster such as a hurricane.

1 MSRAM and Section 6000 of the AMSP is incorporated by reference. These sources are SSI, but are accessible to parties responsible for the recovery of the Port and its maritime infrastructure.

POST STORM ACTIVITIES

A. Initial Priorities and Actions.

1. General. Although this chapter is written with emphasis on response after a major hurricane, portions of this should be considered for other significant storms, e.g., multi-day nor’easters, significant tropical storms, significant ice impact, etc. In the aftermath of a hurricane, the Sector Commander may activate the Incident Command System (ICS) and designate a location to serve as the Incident Command Post (ICP). The Sector Commander would designate an Incident Commander (IC) and the five main ICS Sections would be adjusted to fit the needs of the incident. A sample ICS organization chart for post hurricane storm response is located in Annex A. Chapter 6 further describes the ICS.

2. To support the Coast Guard’s primary goals of (1) reopening of waterways critical to commerce, resumption of operations and damage assessment, (2) performing statutory response missions and (3) providing assistance to other federal, state and/or local agencies as needed, the following actions will be performed (concurrently) immediately after passage of severe weather as necessary:

   a. Personnel Assessment. Assess impact on personnel and personal property. As soon as practicable, all unit personnel shall report impact on person, family and personal property using the accountability procedures set forth in the Sector Continuity of Operations (COOP) Plan. If unable to communicate with their unit, supervisor or Department Head, personnel should contact the IMT – Resource Unit Leader at 718-354-4193 or by e-mail at D01-SG-SecNY-IMT-PSC@uscg.mil. The IMT shall submit SITREP to D1 stating status of personnel accountability for command and subunits (see Appendix 1 to Annex C, Exhibit E for SITREP template). If the IMT is not stood-up the SCC shall release the SITREP to D1. Advise the Logistics Section Chief and the Logistics Department Head of any personnel issues.

      (1) Following the passage of severe weather, the Sector will recall unit personnel as necessary. Auxiliary and reserve personnel should be contacted in accordance with Chapter 2.

      (2) Announcements may be made on Homeport or over local radio stations. Prior to the evacuation of the unit, personnel will be informed regarding specific local radio stations to monitor. All personnel should listen on commercial and emergency
frequencies for an announcement that may require action. Prior to evacuation of any unit, personnel will be given specific instructions on how and when to report for duty.

b. **Unit Damage Assessment.** Assess damage to the command. Department Heads and CO/OINCs shall ensure a survey is performed of all Coast Guard buildings and equipment (including GVs) and report findings to the Sector Command Center. Advise Logistics Department Head of any infrastructure issues. The Sector Commander and CO/OINCs will make a determination based on the results of the assessment whether to resume operations at their unit location. If the unit is determined uninhabitable, operations will be controlled from an alternate location until the unit is functional (refer to the Sector New York COOP Plan). SCC shall submit SITREP to D1 stating status of units with regards to any damage or capability degradation (see Annex C, Exhibit E for SITREP template).

1. Safety procedures must be followed to minimize the risk to personnel from weakened or damaged buildings, gas leaks and electrical hazards.
2. Repair and return to operation all Coast Guard equipment and property.
3. Reports made via SITREP and CASREP messages.

c. **AOR Damage Assessment.** After severe weather has passed, the primary focus of the COTP will be to reopen the port as quickly as possible. The Marine Transportation System (MTS) Recovery Unit (or Chief, Waterways Management Division) will coordinate survey teams to assess damage to the port area, particularly waterfront facilities and restricted channels.

1. Confer with pilots, field units and ATON units to determine status of major aids.
2. Implement restrictions on vessel movements as appropriate. Issue advisories on port related activities.

   (a) **Aerial Damage Assessment.** The Sector shall coordinate aerial damage assessments with CG First District (D1), CG Air Station Cape Cod and/or Atlantic City, state Emergency Management Agencies, Civil Air Patrol and Air National Guard units. Aerial observations using Coast Guard, Coast Guard Auxiliary, and other appropriate aircraft will be utilized to survey ports and waterways. Primary focus will be given to pollution, navigational hazards and aids to navigation (ATON) verification / restoration. Normally an MSD Cape Cod representative along with an ATON representative will conduct an overflight to document physical damage, determine channel obstructions and identify pollution incidents throughout AOR. This information will be used to expedite reopening of the port.

   (b) **Surface Damage Assessment.** Surface damage assessments will be coordinated through Waterways Management, state Emergency Management Agencies and local officials. Initial damage assessments may be made by State or local emergency management, fire, rescue and law enforcement agencies reporting from the field. Police and fire departments and harbor masters are most likely the first to enter the port areas and report situations as
they are observed. Reports from vessels may be passed through ship agents and the Sandy Hook Pilots.

1. The Sector will communicate with field units, the U.S. Army Corps of Engineers (ACOE), NOAA and the U.S. Navy Supervisor of Salvage (SUPSALV) regarding waterway navigability assessments following periods of severe weather as necessary. Channel surveys should be performed to identify obstructions or shoaling in the navigation channels. Pilot boats can be used (along with NOAA, local ATON teams and local buoy tenders) to conduct a survey of area waterways and aids to navigation in accordance with the relevant MOU.

2. Radio communications will be established with state Emergency Operations Centers, field units, D1, AIRSTA Cape Cod and AIRSTA Atlantic City to coordinate AOR assessment and damage reporting.

B. Actions to Reopen the Port.

1. General. Although prior planning and prompt implementation of precautionary actions will do much to avoid loss of life and property, a category three hurricane can wreak havoc on the region. A significant storm surge could inundate residential and industrial areas causing extensive damage. These areas will also experience secondary damage from fires and structures weakened by water damage.

2. Port Considerations.

   a. The primary concern of the COTP with regard to hurricanes is the restoration of commercial operations within the port along with search and rescue, port security and pollution response activities. Specifically, before reopening the port, the COTP will consider:

      (1) Search and Rescue.

      (2) Vessels and barges will probably be aground on the coastline and in the bay or channel, which may result in the channel being closed to all commercial traffic for an extended period of time.

      (3) Any closure over 48 hours in length could have a significant impact on the local area because of reduced product flow. Less fuel available to power plants may lead to less electrical power for recovery operations, gasoline shortages, etc.

      (4) Possible shoaling of the channels or the presence of submerged hazards introduced by the storm may decrease the controlling depth and limit access by some commercial vessel traffic.

      (5) Status of Aids to Navigation. Aids to navigation expected to be missing or destroyed will be considered unreliable for safe navigation until ATON verification is conducted.
(6) Restoration of port security measures.

(7) The readiness of port infrastructure to receive vessels.

(a) Vessels and barges may be drifting or aground in or near channels.

(b) Bridges over navigable waterways are potential choke points either from storm damage to the bridge or an obstruction under the bridge.

(c) Port closure prevents petroleum deliveries to facilities.

(8) Pollution Response.

(a) Evaluate the extent of oil spills or hazardous material releases in the port area, and identify potential sources.

(b) Inspect facilities. Bulk oil storage facilities near the water may pose a significant threat to the environment if exposed to storm surge flooding.

3. Marine Transportation System Recovery. In accordance with Atlantic Area Instruction 16001.1, Marine Transportation System Recovery, Sector New York shall implement a Marine Transportation System (MTS) Recovery Unit within the Planning Section of any ICS organization to evaluate waterway conditions and establish procedures for opening the port. The MTS Recovery Unit may consist of selected members from SECNY and the ACOE, EPA, NOAA, NY DEC, NJ DEP, NY DOT and industry to identify problems and establish priorities. The Area Maritime Security Committee and the Area Harbor Operations Committees may also be involved as there will be interagency port security and environmental issues to address.

To ensure that infrastructure recovery issues are consistently and effectively considered by the Coast Guard response organization, the daily operational planning cycle of the Incident Commander should include a precise focus on MTS infrastructure. Specifically, the situation brief and common operational picture should, to the extent possible, include a consistent set of Essential Elements of Information (EEI) to quantify the status of MTS infrastructure. Also, the setting of operational period objectives should be informed by MTS infrastructure status and recovery priorities.

The MTS Recovery Unit shall track and report the status of MTS infrastructure recovery using the EEIs provided below as appropriate to the incident:

- ATON
- Federal Channels
- Bridges
- Hurricane Barriers
- National Distress Monitoring System
- Real-Time Waterway Measurement Systems
- Deep Draft Shipping
- High Capacity Passenger Vessels & Ferries
- Commercial Fishing
- Small Passenger Vessels
- Recreational Vessels
- Bulk liquid facilities
- Shipyards
- Containerized Cargo Facilities
- Non-Containerized Cargo Facilities
- Intermodal Connections
- Shallow Draft Shipping
- Oil Pollution
- Hazmat Incidents
- Vessel Salvage/Wreck Removal
In addition, the MTS Recovery Unit shall identify and document long-term restoration issues that fall outside the purview of the Coast Guard response organization. The MTS Recovery Unit shall prepare, as part of the demobilization report, a list of issues affecting the MTS restoration that can be forwarded up the chain of command to LANTAREA (Ap) as described in LANTAREAINST 16001.1, paragraph 7.d.(2).

a. **Aids to Navigation Restoration.** Sector New York Waterways Management Division will oversee the establishment of temporary aids to navigation service, as necessary, to reopen any channel areas that are obstructed, and communicate with District One (dpw) to provide input regarding prioritization, extra equipment, and support.

b. **Channel Clearing Operations.** The MTS Recovery Unit (or Chief, Waterways Management Division) will communicate with the ACOE, NOAA and the Navy SUPSALV regarding channel clearing operations. Channel surveys may be performed by USCG, ACOE or NOAA vessels.

c. **Commercial/Recreational Vessel Salvage.** After severe weather, the primary focus of the COTP will be to assess damage incurred and reopen the port as quickly as possible. Thorough damage assessments must be completed quickly so salvage and pollution response can be prioritized.

(1) **Resources.** The following are salvage resources available to the COTP.

- (a) U.S. Coast Guard Marine Safety Center. The Marine Safety Center Salvage Engineering Response Team (SERT) is available 24 hours a day to assist with evaluating structural integrity and stability.

- (b) U.S. Army Corps of Engineers (ACOE). Under a Memorandum of Agreement between the U.S. Army and U.S. Coast Guard, the COTP can request assistance from the ACOE for the marking and removal of sunken vessels and obstructions to navigation in federally maintained channels. Furthermore, the ACOE provides the resources for dredging operations that may be required due to silting.

- (c) U.S. Navy Supervisor of Salvage (SUPSALV). The U.S. Navy is authorized to provide salvage and towing operations to other federal agencies, if requested. The SUPSALV is an excellent resource available to the COTP that can be used in wreck removal and pollution cleanup.

- (d) Salvage Companies. Salvage companies are available and may be hired to assist in reopening the port. A list of companies is available in the Port of NY/NJ Area Contingency Plan.

C. **Setting Post-Hurricane Condition.** After conducting a port survey and assessment, the COTP will amend the port condition as necessary. The Sector Command Center will send a message to CCGD1 to notify them of the current hurricane condition status. The Sector Command Center will broadcast a Notice to Mariners advising the port community that the port will remain closed until all ATON has been adequately surveyed and restored.
D. **Situation Reports (SITREPs) and SPOT Reports.** During emergency response operations following the passing of severe weather, Sector New York will prepare daily disaster response situation reports (SITREPs) to be sent to First District (cc, dr, dp, dpw). The SITREPs will provide District with information pertaining to resources and personnel allocations and the unit’s involvement in disaster response efforts. SITREPs will be prepared until the termination of recovery operations (see Annex C for sample SITREP). SPOT Reports may be used in between normal SITREP reporting periods to provide updates on urgent information. Generally, information reported on a SPOT Report will be included in the next SITREP.

SITREPs and SPOT Reports, or edited versions of them, may be shared with local, State, and other Federal agencies with the approval of the Sector Commander. Posting of the documents to HSIN, WebEOC or Homeport should generally be done in a PDF format.

E. **After Action Reports (AARs).** Refer to CCGDONE OPLAN 9710-06 for submitting AARs.

F. **Prioritizing Vessel Movement.** Vessel traffic control, channel restrictions and pilotage requirements will continue as long as the COTP deems necessary. The COTP may issue Captain of the Port Orders directing the movements of vessels. The COTP may also establish safety zones or restrict transits to “daylight only” and additionally may require tug escorts. The COTP will work with pilots, shipping agents and the MTSRU to coordinate vessel traffic.

G. **Logistics.** A hurricane may cause shortages of food, water and supplies in the affected area. Therefore, preparation is essential in providing logistical support to Sector NY personnel following severe weather. The Logistics Department shall procure enough supplies and store them, prior to 01 June, to sustain Sector Personnel for unit recovery actions for at least three (3) days.

1. **Transportation.**
   a. **Land.** All government vehicles are available for assessment and response efforts. If additional vehicles are needed, commercial rental vehicles may be authorized by the command. Usually, government vehicles (especially 4x4 vehicles) will be pre-staged with unit personnel throughout the AOR.
   b. **Water.** All waterborne transportation will be coordinated and conducted with Sector resources, state and local agencies (NYPD Harbor, NY State Police Marine Unit, harbor masters), Pilots, industry, etc.

2. **Food.** Ensure a 3 day supply of food (MREs) and water is available for Sector personnel.

3. **Emergency Equipment.** Any additional emergency equipment necessary to support response and recovery efforts will be coordinated through the Logistics Department. If equipment cannot be obtained through government sources in the area, emergency equipment can be purchased through outside sources.
APPENDIX 3

TO

ANNEX C – OPERATIONS

Dispersal Instructions for Sector New York and Sub-Units
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<td>Ch, Contingency Planning and Exercises Staff</td>
<td>Ch, Planning &amp; Force Readiness</td>
<td>Commander SECNY</td>
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Who is this for
This information is for Sector New York, all sub-units, and other CG units in the Sector NY COTP AOR during a storm event.

Purpose
This outlines procedures for severe weather/hurricane preparation and post hurricane action.

References
(a) Appendix 21 to Annex C of the CCGDONE SOP.
(b) Hurricane and Severe Weather Plan, SECNYINST M16601.X

Hurricane Season
The Atlantic hurricane season is from 01 June thru 30 November.

Preparation
Sector New York will review and update this SOP and each sub-units' heavy weather plan by 15 May of each year. In addition, the Sector and sub-units shall conduct all-hands awareness training prior to the start of hurricane season. Cutters shall include dependents residing in the Sector NY COTP AOR as part of their awareness training. Topics covered shall include, but are not limited to:
- Sector New York Hurricane and Severe Weather Plan
- Home preparedness kits
- Evacuation sites for dependents
- Ombudsman network
- Post hurricane procedures

Hurricane Shore Unit Evacuation
D1 is responsible for ordering the evacuation of shore facilities. Sub-unit OICs however, in the event of lost communications or during an unforeseen emergency, are authorized to order evacuation of their units without approval from the Sector Commander. The Sector Commander or duty ICR may also order evacuation if communications are lost with the D1 or the Sector Commander.

Sector Command Center
The Sector Command Center is located within the Building 212 on the 2nd deck. An emergency generator is located on the parking lot-side of the building across from the main entrance which automatically energizes within 15 seconds of losing commercial power. The generator is equipped with a 72 hour fuel supply.
Designated Alternate Command Site

If evacuated, the Sector Command Center will relocate as per the Continuity of Operations (COOP) Plan.

Alternate Command Site Personnel

Upon attainment of Hurricane Condition II (24 hour – Warning), the alternate command site—as a contingency measure—will stand up as a joint JRCC/Sector site. However, it will not assume the communications and SAR planning responsibilities of Sector New York unless it is evacuated or loses communications.

Order for Cutter Dispersal

D1 has the responsibility for ordering the dispersal of cutters at or before Hurricane Condition II (24 hour – Warning). Discussion of dispersal of Sector afloat units shall begin in COR 4 between D1 and the Sector Commander. Commander, CG Dispersal Unit will assume TACON of all cutters able to get underway upon order to disperse.

Order for Small Boat Dispersal

The Sector Commander has the responsibility for ordering the dispersal of small boats at, before, or during Hurricane Condition I (12 hour – Danger). The discussion of dispersal for Sector small boat units shall begin in HURCON 4 between the units and the Sector Commander or their designee normally the Chief of Response or the ICR. Commander, CG Small Boat Dispersal Commander will assume TACON of all small boats participating in the dispersal.

Commander, Coast Guard Cutter Dispersal Unit

The senior cutter CO present shall assume duties as Commander, CG Dispersal Unit upon setting of Hurricane Condition IV (72 hour – Alert). For any situation that prevents SOPA from getting underway, the next senior CG Vessel CO in port will assume the responsibility.

Commander, CG Cutter Dispersal Unit shall:

- Establish communications with D1 & the Sector Command Center.
- Establish communications, by whatever means available (email, message, radio, cell phone) with all cutters in the SEC NY AOR.
- Prepare and present dispersal plan for all CG afloat units to D1; info to the Incident Commander’s Representative.
- Coordinate dispersal times of all cutters.
- Coordinate the assistance of cutters unable to get underway or with limited sea keeping abilities.
- Assume TACON of dispersal fleet on order of the Incident Commander’s Representative.
- Advise CCGDONE BOSTON MA/CC// and Sector New York SCC of fleet positions.
- Coordinate the return of vessels upon termination of Heavy Weather Warning.
- TACON to be returned to Sector of its assets.
Commander, Coast Guard Small Boat Dispersal Unit
The senior person accompanying small boats departing the harbor shall assume the duties of Commander, Coast Guard Small Boat Dispersal Unit and shall:

- Establish communications with the Sector Command Center.
- Establish communications, by whatever means available (email, message, radio, cell phone) with all small boats in the SEC NY AOR.
- Prepare and present dispersal plan for all CG small boat units seeking safe refuge in the Sector NY COTP AOR to the Incident Commander’s Representative.
- Coordinate dispersal time.
- Coordinate the assistance of small boats unable to get underway or with limited abilities.
- Assume TACON of the small boat dispersal fleet on order of the Incident Commander’s Representative.
- Advise Sector New York SCC of fleet positions.
- Coordinate the return of vessels upon termination of Heavy Weather Warning.
- TACON to be returned to Sector of its assets.

Cutters and Stations
Cutters and small boat stations will normally refer to their own Heavy Weather Bill and notify Sector New York of attainment of Hurricane Condition set and wait for further guidance from Sector Command.

Highsite Guard
If loss of Hi-site coverage is experienced by the Sector Command Center, afloat and ashore subunits may be called upon to provide interim continuity of service, as may be any visiting cutters in the AOR at the time, to assume a 24-hour VHF-FM channel 16 guard. CG Auxiliary radio guard chain will be activated as well.

Post Hurricane Response
Post hurricane response will depend on the severity and condition of the hurricane. Units should take necessary actions since they may not be able to return to port for several days. Priority for post-hurricane concerns are:

- Safety of Life.
- Restoration of command, control and communications.
- Determination of asset damage resulting in limitations to response.
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ANNEX D
LOGISTICS
FINANCE / ADMINISTRATION
RESOURCES
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OVERVIEW

The Logistics component of this Plan resides within other Plans and documents, including the COOP and Incident Management Handbook (IMH). Where appropriate, these external sources are referenced for easy access during an emergency. In general, the following information should be available via the referenced supporting source.5

501 – Structure and Organization

TBD

502 – Laws, Regulations & Policy

TBD

503 – Access Points

- Staging Areas
- On-Scene Operating Base
- Aircraft Landing Sites
- Fueling Facilities (both fixed and mobile)
- Portable Restrooms
- Boat Ramps
- Survivor Processing Areas
- Mortuary

504 – Personnel

- Lodging
- Transportation
- Food, Clothing and Safety Equipment
- Evacuation and evacuee information

Sample forms can be found in Appendix E of this document

505 – Command Center

Refer to COOP, Emergency Relocation Plan

NOTE: Much of the content of this section remains to be developed within the referenced source document. As of this initial publication of this instruction, much of the pre-designation and identification of logistical support remains to be developed. Other aspects are available within the SECNY COOP and IMH.

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5

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<td>Commander SECNY</td>
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506 – Command Center Conference
Room IMT Layout

LSC (718) 354-4123  RESL (718) 354-3907  DOCL (718) 354-4338

SOFR

IC/ICR
(718) 354-8506

SITL (718) 354-3197  PSC (718) 354-4124  OSC (718) 354-4094
507 – Special Forces and Partners

- Commander, First Coast Guard District Boston
- Commander, Coast Guard Atlantic Area
- Commander, Sector Delaware Bay
- Commander, Sector Long Island Sound
- Commander, Deployable Operations Groups
- Commanding Officer, Atlantic Strike Team
- Commanding Officer, MSST New York
- District Cutters:
  - CGC KATHERINE WALKER
  - CGC BAINBRIDGE ISLAND
  - CGC SAILFISH
- USCG Air Station Atlantic City
- USCG Air Station Cape Cod
- FISTNY
- DIRAUX
- Marine Safety Center, SERT
- U.S. Coast Guard National Strike Force Coordination Center
- U.S. Coast Guard Incident Management Assist Team
- U.S. Coast Guard Public Information Assist Team
- U.S. Coast Guard District Response Group and Advisory Team
- U.S. Navy
- Supervisor of Salvage (SUPSALV)
- EPA Environmental Response Team
- NOAA Scientific Support Coordinator
- CDC Agency for Toxic Substances and Disease Registry
- National Pollution Funds Center
- General Services Administration

508 – Personnel and Information Resources

- U.S. Coast Guard Sector New York Personnel
- Police Departments
- Fire Departments
- Hospitals
- Marine Pilots
- Salvage and Dive Companies
- Towing Companies
- State Agencies
- Laboratories
- Environmental Interest Groups
- Airports and Aircraft Rentals
- Vehicle Rental Companies
- NOAA Weather Service
- Media
- Volunteer Organizations
- Fishing Fleets
510 – ICS Service Branch
- Communications Unit
  - Communication Plan
  - Telephone Communications
  - Radio Communications
  - Far Offshore Operations
  - Satellite Communications
  - High Frequency Communications (HF-FM)
  - U.S. Coast Guard Communications Area Master Station
    Atlantic (CAMSLANT)
  - Communication Resources
  - Communication Integration
- Medical Unit (Refer to IMH)
- Food Unit (Refer to IMH)

511 – Service Branch
Responsible for arranging delivery of essential supplies and ensuring availability of emergency rations and drinking water. Also responsible for ensuring the availability of medical facilities and personnel. The supply branch must also ensure the readiness of all communications equipment.

512 – Intelligence Branch
(Refer to IMH)

513 – Supply Branch
The supply branch is primarily responsible for receiving, storing and distributing all supplies; maintaining and inventory of all supplies; and storing, disbursing and servicing non-expendable supplies and equipment. Fuel will be essential during any recovery operation. The primary outside source for fuel is Scaran Oil Service Company located at 6767 Amboy Rd, Staten Island 10309. Phone: (718) 984-0805.

514 – Facilities Unit
(Refer to IMH)

515 – Vessel Support Unit
(Refer to IMH)

516 – Ground Support Unit
(Refer to IMH)
OVERVIEW

The Finance/Administration Section Chief is responsible for all finance and cost analysis aspects of the incident. The FSC must possess good financial and procurement knowledge. The Finance/Administration Section must work closely with all sections to ensure all costs are documented. They must fiscally manage the incident to include claims processing, contracting, and administrative functions.

600 – Finance and Administration

Refer to IMH & COOP or the Finance/Administration Section Chief (FSC) job aid. The job aid should be used to assist the FSC whenever an incident has occurred that requires the ICS organization to respond.
700-Resources* 801. Introduction *FEDERAL, STATE & LOCAL RESOURCES*
802. Significant Area Passenger Vessels
803. Resource Guide Subsections (& Equipment)
   # 1  Air Lift &/Or Rescue
   # 2  Carbon Dioxide Supplies
   # 3  Cleanup Response Agencies
   # 4  Dewatering Equipment
   # 5  Federal Agencies
   # 6  Fire Departments
   # 7  Fireboats/Firetugs
   # 8  Foam Proportioning Equipment
   # 9  Foam Supplies
   #10  Hoisting Equipment Afloat
   #11  Hoisting Equipment Ashore
   #12  Language Specialists
   #13  Local and County Agencies
   #14  Marine Chemists
   #15  Marine Fire Training
   #16  Marine Fire Fighting Response Companies
   #17  Misc. Vessels/Barges
   #18  Piers For Fire Fighting
   #19  Portable Pumps
   #20  Salvage Response/Expertise
   #21  Shoreside Loading Sites
   #22  State Agencies
   #23  Tugs
   #24  Underwater Diving Resources

* Information on these resources is captured in other parent documents and plans, incl. MOAs, AMSP and COOP.
ANNEX E

PERSONNEL ACCOUNTABILITY

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<td>Commander SECNY</td>
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OVERVIEW

The Area Commander is ultimately responsible for all Coast Guard personnel (active, reserve, civilian, NAF, dependants and auxiliarists on Coast Guard orders) that are assigned, physically reside in, are temporarily assigned or on leave in the AOR, as the district commanders are for their AORs. District One will ensure that accountability reports are taken from Sectors in a timely manner and reported to Area. All members shall follow accountability procedures that apply to their respective chain of command. Individual members are responsible for knowing which evacuation zone they reside in or plan to reside in. A description of these zones can be found at: http://www.nyc.gov/html/oem/html/hazards/storms_evaczones.shtml. Part of the unit check in process shall be informing new members of the NYC evacuation zones.

Evacuation Sites

Presently, Morristown NJ has been designated as the primary evacuation site for dependants however this may change depending on storm and aftermath conditions.
SAMPLE EVACUATION REQUEST

P (Insert DTG)
FM COMCOGARD SECTOR NEW YORK NY
TO CCGDONE BOSTON MA
INFO COGARD PPG TOPEKA KS
COGARD BASE BOSTON MA
COGARD STA NEW YORK NY
COGARD ANT NEW YORK NY
COGARD ANT SAUGERTIES NY
COGARD DET SANDY HOOK NJ
COGARD ESD DETAIL SANDY HOOK NJ
COGARD STA SANDY HOOK NJ
COGARD STA KINGS POINT NY
COGARD MSST 91106 NEW YORK NY
USCGC PENOBSCOT BAY
USCGC KATHERINE WALKER
USCGC BAINBRIDGE ISLAND
USCGC SAILFISH
USCGC STURGEON BAY
USCGC LINE
USCGC WIRE
USCGC HAWSER
BT
UNCLAS //N03006//
SUBJ: REQUEST TO EVACUATE SECTOR NY PERSONNEL- HURRICANE-XXXXXX
A. Joint Federal Travel Regulations (JFTR), Volume 1, Chapter 6
B. Joint Travel Regulations (JTR) Volume 2, Chapter 6
1. In accordance with ref (a) and ref (b), request to evacuate active duty dependants, civilian employees and their dependants from (Designated Hurricane Evac Zones) within (Geographic Area). Active duty members will receive TDY orders based on individual circumstances and when determined by the Unit Commander.
A. Estimated duration of evacuation: (Insert dates here)
B. Exact number of personnel expected to evacuate is (Insert number here, if unknown then state “unknown at this time.”)
1. The Sector New York OAR contains various units with over 1,000 active duty, reserve, and civilian personnel who live throughout New Jersey, Long Island, and the different boroughs of New York City. SEC NY IMT will continue to provide D1 IMT with number of members and dependants expected to evacuate as the information is obtained.
2. NYC OEM website www.nyc.gov/hmtl/oem/hmtl/home/home.shtml has been established to designate the different zones throughout NYC. NYC OEM directed an evacuation of (Insert evac zone(s) here) OOA (Insert DTG here)
3. Request evacuation authorization for (Insert evac zone(s) here) members.
4. NYC OEM has not yet directed an evacuation of (Evac Zone(s)). Request conditional evacuation authorization for SEC NY personnel living in (Evac Zone(s)). Members will only receive evacuation entitlements if NYC OEM directs evacuation of (Evac Zone(s)).
5. (Include possible sub-unit evac information here)
6. New Jersey residents will receive their possible evacuation or order from local or state officials.
7. Request any other resident in the NY/NJ area that were evacuated due to flooding, power outages, or damage for Hurricane Sandy in 2012 be included in this evacuation request.
C. Requested safe havens:
1. NY and NJ residents *(Safe Haven)*
2. Nassau County Residents: *(Safe Haven)*
D. Evacuation of NYC (Evac Zone) locations issued by NY COEM OOA *(DTG)*. Awaiting potential *(Evac Zone)* evacuation.
1. CAPT G. Loebl, Sector Commander, Sector New York, sends.
2. Internet release *(is/is not)* authorized

BT

NNNN
SAMPLE EVACUATION ORDER

P (DTG)
FM COMCOGARD SECTOR NEW YORK NY
TO CGGDONE BOSTON MA
INFO COGARD PPC TOPEKA KS
COGARD BASE BOSTON MA
COGARD STA NEW YORK NY
COGARD ANT NEW YORK NY
COGARD ANT SAUGERTIES NY
COGARD DET SANDY HOOK NJ
COGARD ESD DETAIL SANDY HOOK NJ
COGARD STA SANDY HOOK NJ
COGARD STA KINGS POINT NY
COGARD MSST 91106 NEW YORK NY
USCGC PENOBSCOT BAY
USCGC KATHERINE WALKER
USCGC BAINBRIDGE ISLAND
USCGC SAILFISH
USCGC STURGEON BAY
USCGC LINE
USCGC WIRE
USCGC HAWSER
BT
UNCLAS //N03100//
SUBJ: SECTOR NEW YORK EVACUATION OF CG MEMBERS AND DEPENDANTS FOR HURRICANE XXXXXX

A. Joint Federal Travel Regulations (JFTR), Volume 1, Chapter 6
B. COMDTINST M12570.4 Civilian Personnel Travel Management
C. CCGD1 OPLAN 9170-06, Appendix 21 to Annex C
D. CCGD1 MSG (DTG)
E. Your MSG (DTG)

1. Per refs (A) thru (C), this message serves as the evacuation authorization for all Coast Guard active duty military, civilian employees and their dependants who are attached to Coast Guard units in the (Affected Area).
2. The District Commander has authorized an evacuation of (Affected Area).
3. The pre-designated safe haven site is (Safe Haven).
4. After the storm passes, or as soon as it is safe to do so, evacuees are required to call the D1 personnel accountability hotline at 1-800-872-4957 EXT 301 to receive further instruction and to report damages or special needs. The personnel accountability hotline will keep you up to date on current evacuation orders. In addition, Sector is required to be in contact with all evacuees at least daily via command-established methods.
5. Evacuees have several choices at their disposal (Additional pertinent information concerning entitlements in here and in the following paragraphs)
6. RADM D.B. Abel, First District Commander, sends.
7. Internet release authorized

BT
NNNN
Sample Evacuation Tracking Form

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<th>EVAC Location</th>
<th>EVAC'D?</th>
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Emergency Evacuation Information

PRIOR TO an evacuation ensure that all information below is on file with your immediate supervisor.

Name/Rate/Rank: ____________________________

Duty Station: __________________________________

Current Hurricane Condition: (I,II,III,IV) ___________

Primary cell phone – ____________________________

Secondary cell phone – ____________________________

Evacuation location:
Leaving From: __________________________________

Going To: ______________________________________

Number of Dependents: __________________________

Estimated date of Return: _________________________

Additional notes, explanations, special needs:
ANNEX V

INTERAGENCY COORDINATION
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Annex V – Interagency Coordination is the section for all Memorandums of Understanding (MOU) and Memorandums of Agreement (MOA) that outline the authorities and responsibilities, shared or whole, of the Port of New York/New Jersey stakeholder partnerships. The MOUs/MOAs are located in the Planning and Force Readiness Library, and should be referenced prior to setting of Hurricane Condition V.
Annex X

Execution Checklists and Incident Action Plans
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Introduction

This Annex contains the Execution Checklist which includes all of the Incident Action Plans (IAP) necessary for executing this instruction. IAPs should be used as the standardized strategy for preparing for and responding to Hurricanes and Heavy Weather occurring within the AOR. Nothing within this instruction, however, is to be construed as constraining the Sector Commander from departing from the IAPs, as they are intended for baseline reference purposes only. While every attempt has been made to make them as complete as possible, it is impossible to predict all potentialities. The flexibility to make innovative, spontaneous decisions is unhindered by this document.

Storm Condition

Contains all pre-defined Incident Action Plans for Storm Condition Alert. (link to Storm Condition Alert IAP)

Condition V: Seasonal Alert

Contains all pre-defined Incident Action Plans for Hurricane Condition V, Seasonal Alert. (link to HURCON V – Seasonal Alert IAP)

Condition IV: 72 Hour Notice

Contains all pre-defined Incident Action Plans for Hurricane Condition IV and Port Condition Whiskey, 72 Hours before projected local impact period. (link to HURCON IV – Whiskey IAP)

Condition III: 48 Hour Notice

Contains all pre-defined Incident Action Plans for Hurricane Condition III and Port Condition X-Ray, 48 Hours before projected local impact period. (link to HURCON III – X-Ray IAP)

Condition II: 24 Hour Notice

Contains all pre-defined Incident Action Plans for Hurricane Condition II and Port Condition Yankee, 24 Hours before projected local impact period. (link to HURCON II – Yankee IAP)

Condition I: 12 Hour Notice

Contains all pre-defined Incident Action Plans for Hurricane Condition I and Port Condition Zulu, 12 Hours before projected local impact period. (link to HURCON I – Zulu IAP)
Recovery Phase

Contains all pre-defined Incident Action Plans for recovery operations following impact. Note that identification of priority infrastructure is contained within external sources that in some cases are SSI, accessible only by authorized personnel. (link to Recovery Plan)

Dispersal IAP

Contains dispersal plan for SECNY cutters and small craft (FOUO)
Appendix 10

To

Annex X

Daily Conference Calls
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<td>10 to Annex X</td>
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</table>
Upon establishment of an Incident Command System a Battle Rhythm will be executed to outline the time schedule for vital information sharing communications and coordination meetings with the chain of command and with port stakeholders. This Battle Rhythm will be posted on the ICS-230 form. The Battle Rhythm shall include reporting to DHS, Atlantic Area, and District One to de-conflict schedules, duplicate reporting and meeting deadlines.

There should be one and possibly two conference calls with industry partners and the MTSRU conducted at daily. The participants of the first call (approximately 1000) should include primarily for the members of the MTSRU and selected members or the Harbor Operations Steering Committee, the Area Committee Executive Steering and selected members of the Pilots Associations if they are not already included. Participants in the second call (approximately 1400) should include key stakeholders in the region of the port most affected or most likely to be affected by the storm. Participants should be identified no later than 72 hours prior to the arrival of the storm. Participant lists can and should be revised as conditions change throughout the duration of the storm and storm recovery. Sub-unit representatives should be included in morning briefings and daily conference calls.

Conference calls should include, at a minimum:
1) Present position and future predicted track of storm
2) Predicted wind and surge conditions
3) Present port conditions
4) Present and predicted impacts of storm on port and local infrastructure
5) Discussion of mitigation efforts

Conference calls should be kept brief and on topic.