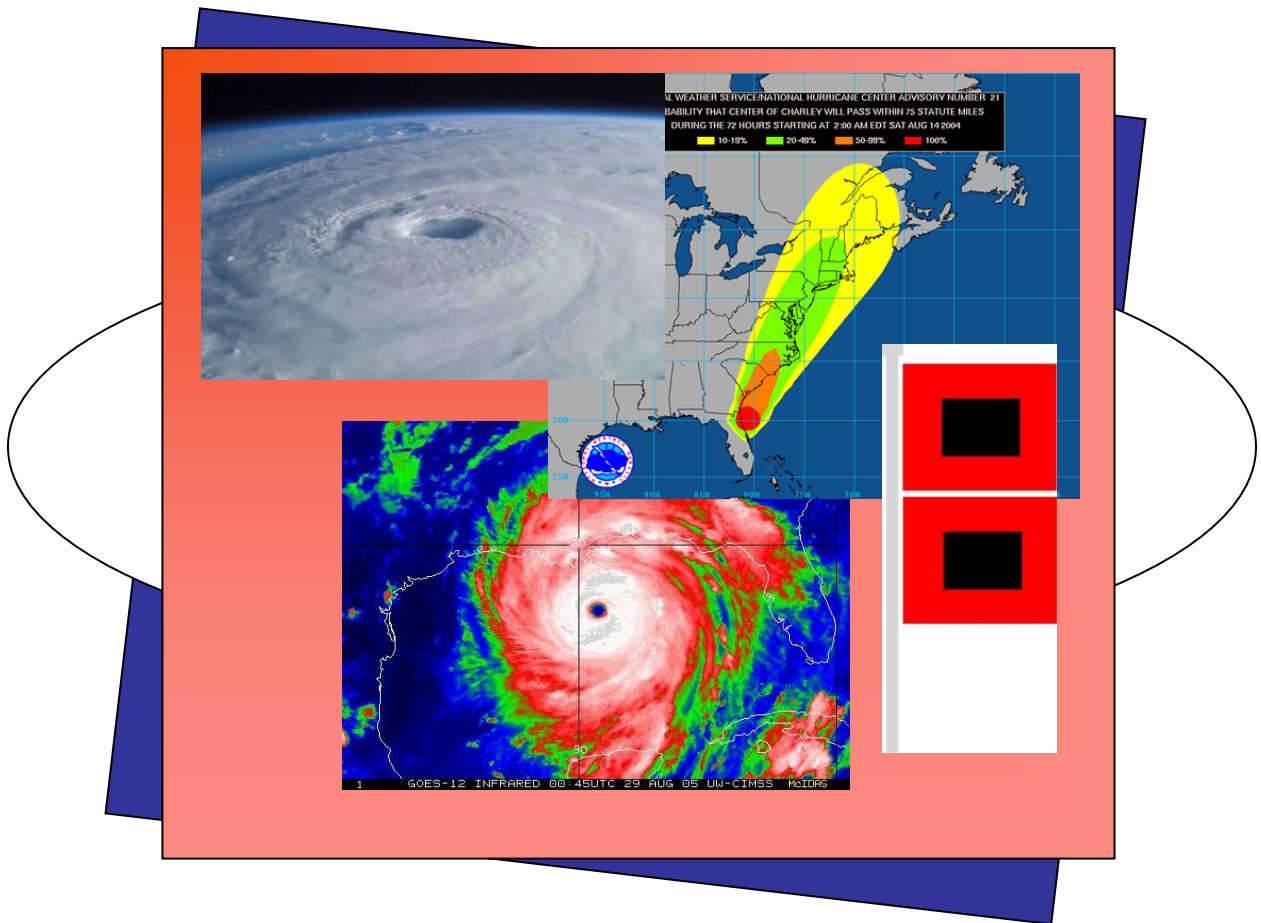


# USCG Sector New York



## Hurricane & Severe Weather Plan

Revised 31 July 12	Authorities			Cover
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

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U.S. Department of  
Homeland Security

United States  
Coast Guard



Commander  
U.S. Coast Guard  
Sector New York

212 Coast Guard Drive  
Staten Island, NY 10305  
Staff Symbol: Command  
Phone: (718) 354-4004  
Fax: (718) 354-4009

16601  
01 AUGUST 2013

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)  
(j) Marine Safety Manual Volume V, Investigations, COMDTINST M16000.10 (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.


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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

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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Letter of Promulgation</b>	
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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

CHANGE NUMBER	DATE OF CHANGE	SECTIONS REVISED	ENTERED BY
1	28 FEB 2012	102, 301, 300 HURCON Checklists, 409 (Added), 504, 506, Annex C, Annex E (Added), Annex X (Added), Annex V (Added). Annex X IAP's for HURCON V, IV, III, II, I, and Post Storm Recovery (updated), Annex X Hurricane Dispersal Plan IAP (Added)	LT Guanci
2	1 AUG 2012	Revised entire Table of Contents, re-named sections as per OPLAN Format. Changed header/footer names according to Table of Contents	LT DiMaggio
3	01 AUG 2013	Updated Plan and IAPs with lessons learned from Hurricane Sandy AAR.	LT Guanci
4	18 April 2014	Added Exhibit C to Appendix 1 to Annex C-Subchapter T & K Vessels Remaining in Port Checklist	LT Guanci
5	18 April 2014	Added verbiage to facility instructions in Appendix 1 to Annex C to allow for stacking of containers to best meet predicted storm conditions.	LT Guanci
6	18 April 2014	Changed Emergency Notification System (ENS) references to Alert Warning System (AWS)	LT Guanci
	08 May 2014	Added PREV requirement to validate all EEIs in CART to "Month Before Hurricane" checklists	LT Guanci

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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Record of Changes</b>	
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Section	Sub-Section	Description	Page
<b>Basic Plan</b>		<b>Introduction and Scope</b>	<b>100-1</b>
	101	Purpose and Objective	100-1
	102	Abbreviations, Acronyms & Storm Definitions	100-2
	103	Procedure for Reviewing, Updating, and Exercising	100-6
<b>Annex A</b>	200	<b>Task Organization</b>	<b>200-1</b>
		General- <b>Command</b>	200-1
		Command Posts	200-2
		Coordinating Authorities	200-3
		Federal Response (and National Response Framework Activation)	200-3
<b>Annex C</b>	300	<b>Operations</b>	<b>300-1</b>
		General	300-3
		Sector Response and Recovery Checklists	300-5
	400	<b>Planning</b>	<b>400-1</b>
		General Information	400-1
		Storm Conditions	400-1
		Heavy Weather Warning Systems	400-2
		National Weather Service (NWS) Advisories	400-3
		Hurricane Strength Scale for Atlantic Hurricanes	400-4
		Port Conditions	400-5
		New York Metropolitan Area	400-5
		Other Areas within SECNY's AOR	400-5
		Alert Warning System (AWS)	400-5
		Morning Briefing Format	400-6

Revised 31 July 12	Authorities			TOC i
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## Table of Contents



Section	Sub-Section	Description	Page
<b>Annex C</b>		<b>Captain of the Port New York Hurricane and Severe Weather Plan for the Port of New York and New Jersey</b>	<b>Appendix 1</b>
		<b>Post Storm Activities</b>	<b>Appendix 2</b>
		Marine Transportation System Recovery	
		<b>Dispersal Instructions for Sector New York Sub-Units</b>	<b>Appendix 3</b>
<b>Annex D</b>	500	<b>Logistics</b> (Refer to other Plans & Documents)	<b>500-3</b>
	600	<b>Finance and Administration</b> (Refer to other Plans & Documents)	<b>600-1</b>
	700	<b>Resources</b> (Refer to other Plans & Documents)	<b>700-1</b>
<b>Annex E</b>	800	<b>Personnel - Accountability</b>	<b>800-3</b>
		Evacuation Tracking Form	<b>800-3</b>
		Evacuee Information Form	<b>800-4</b>
<b>Annex V</b>	900	<b>Interagency Coordination - MOU/A's</b> (Refer to other Plans & Documents)	<b>900-3</b>
<b>Annex X</b>		<b>Execution Checklist - Incident Action Plans</b>	
		Storm Conditions	<b>Appendix 1</b>
		Hurricane Condition V - Seasonal Alert	<b>Appendix 2</b>
		Condition IV • Port Condition Whiskey	<b>Appendix 3</b>
		Hurricane Condition III • Port Condition X-Ray	<b>Appendix 4</b>
		Hurricane Condition II • Port Condition Yankee	<b>Appendix 5</b>
		Hurricane Condition I • Port Condition Zulu	<b>Appendix 6</b>
		Recovery Phase	<b>Appendix 7</b>
		Maritime Transportation System Recovery	<b>Appendix 8</b>
		Hurricane Dispersal Plan	<b>Appendix 9</b>
		Daily Conference Calls	<b>Appendix 10</b>

Revised 31 July 12	Authorities			TOC ii
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Introduction &amp; Scope</b>	Section
		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.

Revised 31 July 12	Authorities			100 - 1
	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Introduction &amp; Scope</b>	Section
		<b>Basic Plan</b>

## Objectives (continued)

- 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*.

## 102: Abbreviations and Acronyms

• ACP	<a href="#">Area Contingency Plan</a>
• 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
• CDO	Command Duty Officer (Sector New York)
• CG	Coast Guard
• CGD1	<a href="#">First Coast Guard District</a>
• 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

Revised 31 July 12	Authorities			100 - 2
	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Introduction &amp; Scope</b>	Section
		<b>Basic Plan</b>

**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

Revised 31 July 12	Authorities			100 - 3
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Introduction &amp; Scope</b>	Section
		Basic Plan

## 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:

Storm and Alert Definitions		
Sustained Wind Speed		
Storm Categories	Gale Force Winds	39 - 54 MPH (34 - 47 kts)
	Tropical Storm Force Winds	Cyclonic winds 40 - 73 MPH (34 - 63 kts)
	Hurricane Force Winds	Cyclonic winds 74 MPH (64 kts) or greater
Hurricane Categories <sup>1</sup>	Category 1	74-95 MPH
	Category 2	96-110 MPH
	Category 3	111-130 MPH
	<b>Category 4</b>	<b>131-155 MPH</b>
	<b>Category 5</b>	<b>&gt; 155 MPH</b>
Hours Until Predicted to Impact Area		
NWS Alert <sup>2</sup>	Tropical Storm Watch	Tropical Storm Force Winds predicted to impact the watch area within 36 hours.
	Tropical Storm Warning	Tropical Storm Force Winds predicted to impact the area within 24 hours.
	Hurricane Watch	Hurricane or hurricane conditions are predicted to impact the watch area within 36 hours.
	Hurricane Warning	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.

<sup>1</sup> 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.

<sup>2</sup> Storm Status Alert: Issued by National Weather Service and National Hurricane Center

Revised 31 July 12	Authorities			100 - 4
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		Basic Plan

Criteria: When Condition is to be Set		Port Condition <sup>3</sup>	Hurricane Condition <sup>4</sup>
Hrs 'til Impact			
<b>Seasonal</b>	Seasonal readiness, 1 June – 30 November	-----	V
<b>Storm Condition</b>	Set when sustained winds of 50 kts or greater are forecast.	-----	-----
<b>72</b>	The <b><u>ALERT</u></b> condition in which gale force winds from a hurricane force storm are expected within <b>72 hours</b> .	Whiskey	IV
<b>48</b>	The <b><u>READINESS</u></b> condition in which gale force winds from a hurricane force storm are expected within <b>48 hours</b> .	X-Ray	III
<b>24</b>	The <b><u>WARNING</u></b> condition in which gale force winds from a hurricane force storm are expected within <b>24 hours</b> .	Yankee	II
<b>12</b>	The <b><u>DANGER</u></b> condition in which gale force winds from a hurricane force storm are expected within <b>12 hours</b> and until the storm has passed and is no longer a threat.	Zulu	I

<sup>3</sup> 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.

<sup>4</sup> 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.

Revised 31 July 12	Authorities			100 - 5
	Draft	Review	Approval	
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		<b>Basic Plan</b>

**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.



31 July 12	Authorities			100 - 6
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Task Organization</b>	Section
		Annex A

# ANNEX A

## TASK ORGANIZATION

31 July 12	Authorities			200-I
	Draft	Review	Approval	
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		Annex A

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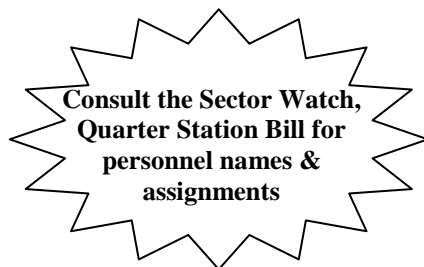
31 July 12	Authorities			200-2
	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Task Organization</b>	Section
		Annex A

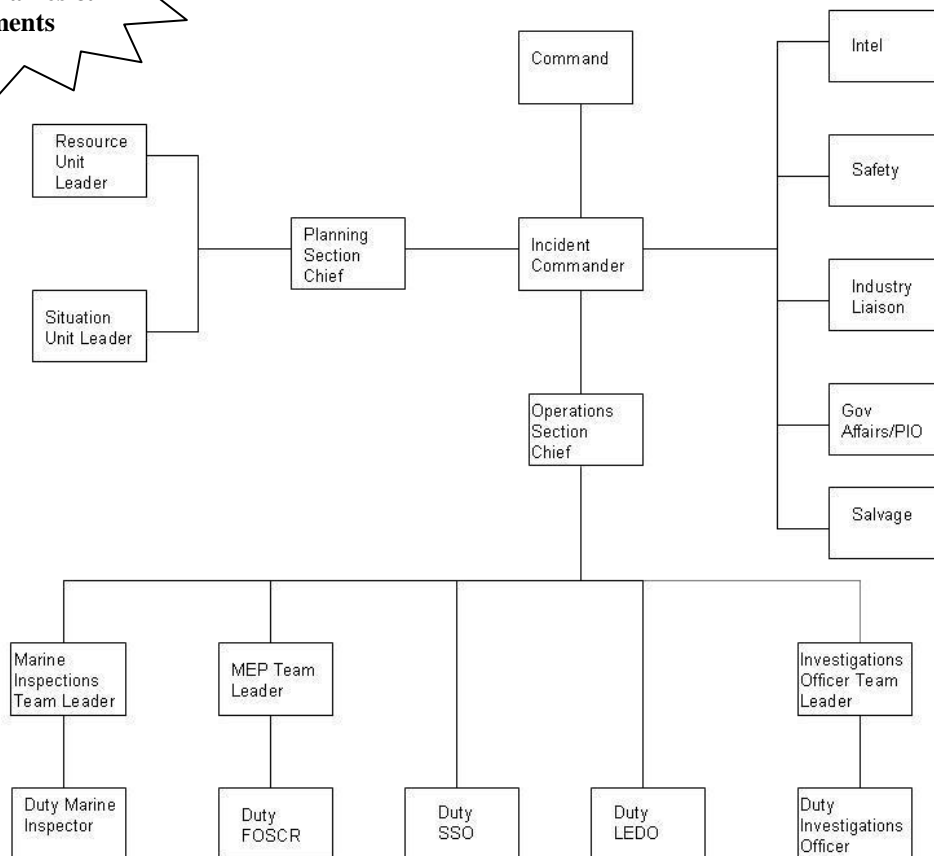
## 201 - General

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:



31 July 12	Authorities			200-3
	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Task Organization</b>	Section
		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.

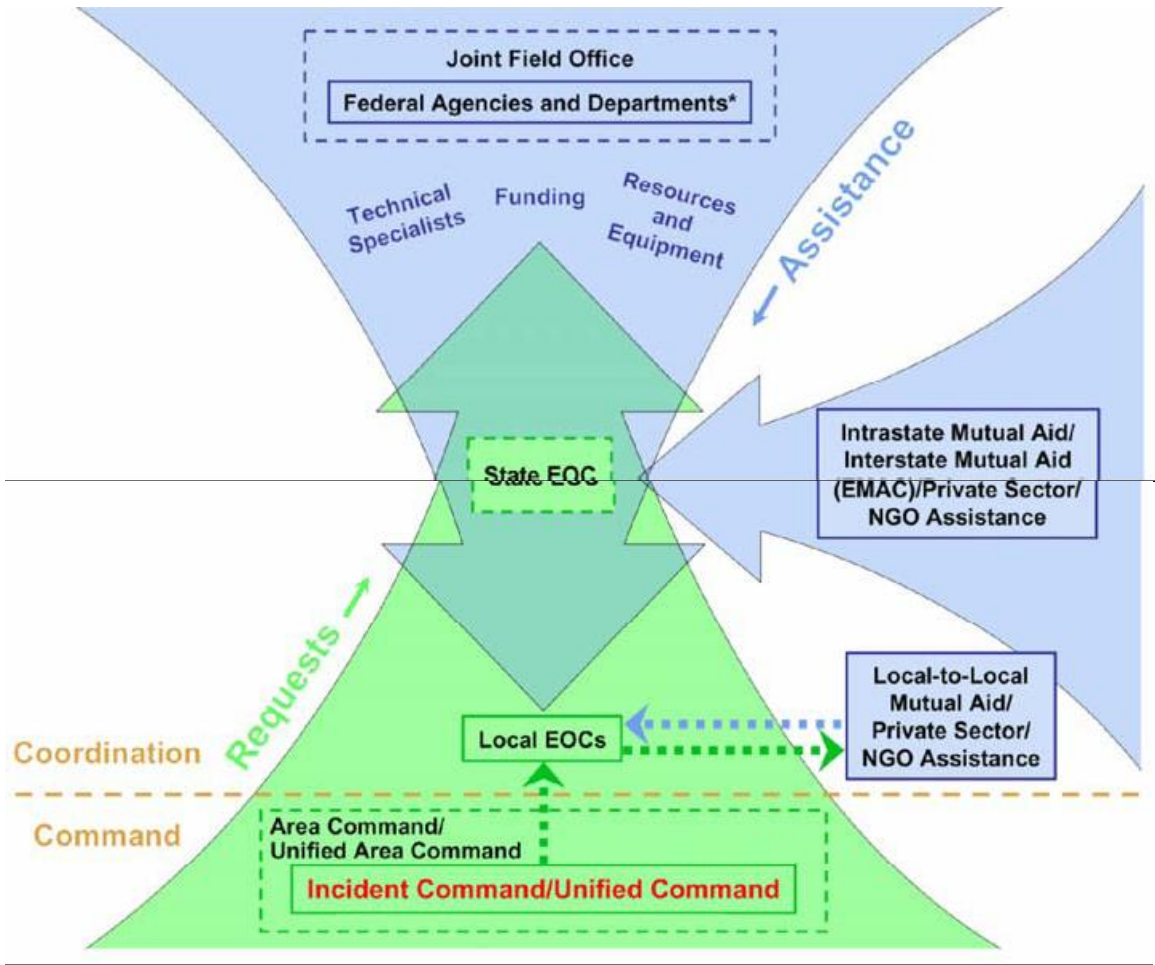
## 204 - Federal Response (and National Response Framework Activation)

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.

31 July 12	Authorities			200-4
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

The following is an organization diagram of National Response Framework operations.



Flow of requests and assistance during large-scale incidents.

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Task Organization</b>	Section
		Annex A

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31 July 12	Authorities			200-6
	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

# ANNEX C

## OPERATIONS

Operations Planning

Recovery Operations

31 July 12	Authorities			300 -1
	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

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31 July 12	Authorities			300 -2
	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

### 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.

31 July 12	Authorities			300 -3
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

## 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

31 July 12	Authorities			300 -4
	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

## 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.

31 July 12	Authorities			300 -5
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

**MONTH BEFORE THE START OF HURRICANE SEASON (01-31 May)**

DATE/ INITIALS	TASK	KEY POSITION, DEPARTMENT, OR STAFF
	Ensure all Sector personnel have updated their Direct Access records & 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.	DEPT HEADS/ STAFF CHIEFS
	Ensure all Departments complete their responsibilities on this checklist and report to Sector CO status of preparation.	DEPT HEADS/ STAFF CHIEFS
	Check all Communications circuits with sub-units and in conference room. Test IRIDIUM Phone and Check data/voice circuits in SCC.	SCC
	Notification procedures & recall lists to be readily available (even at home) in case of after hours notifications.	LOGISTICS/SCC
	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 <b>by 15 MAY with return date of 01 June</b> . As necessary, sponsor hurricane awareness meetings at CG Housing areas.	LOGISTICS
	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.	LOGISTICS
	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).	LOGISTICS
	Have in stock plastic bags/tarps for distribution to Departments to cover electronic equipment, if needed.	LOGISTICS

31 July 12	Authorities			300 -6
	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

**MONTH BEFORE THE START OF HURRICANE SEASON  
(01-31 May)**

DATE/ INITIALS	TASK	KEY POSITION, DEPARTMENT, OR STAFF
	Verify Basic Ordering Agreements (BOA) with local hotels	<b>LOGISTICS</b>
	Verify listing of members in NYC evacuation zones is current.	<b>LOGISTICS</b>
	Provide updated recall, dependant and safe refuge list to SCC and Department Heads.	<b>LOGISTICS</b>
	Verify required IMT/MTSRU members have current HSIN, ERMA, and CART access.	<b>IMT/MTSRU</b>
	Validate all POCs, update Section 500 (Contact phone numbers) and Annex D of this plan as necessary.	<b>CPFR</b>
	Review appropriate plans and references. Post any external plans on Homeport.	<b>CPFR</b>
	Review COOP and verify the readiness of the alternate COOP site(s).	<b>CPFR</b>
	Inventory & replenish Command Center & COOP site emergency supplies (i.e. food, water, etc.).	<b>CPFR</b>
	Conduct recall phone exercise with Command Center, Sector Personnel and sub-units.	<b>CPFR</b>
	Inventory & 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.	<b>CPFR/OPS</b>
	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.	<b>CPFR</b>
	Draft and promulgate a Homeport announcement to the Port Community announcing the start of the Hurricane Season and any other relevant information.	<b>CPFR</b>
	Review and ensure compliance with associated District SOP, Heavy Weather plans, Warning Orders, and references prior to 01 June.	<b>CPFR</b>

31 July 12	Authorities			300 -7
	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

### HURRICANE CONDITION FIVE (Seasonal Alert-Begins 01 June)

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

**Note:** See Annex X for discussion of IAPs for actions from Storm Condition to Condition V through Recovery.

31 July 12	Authorities			300 -8
	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

### HEAVY WEATHER ALERT STORM CONDITION

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

31 July 12	Authorities			300 -9
	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

#### HURRICANE CONDITION FOUR

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

31 July 12	Authorities			300 -10
	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

### HURRICANE CONDITION THREE

DATE/ INITIALS	TASK	KEY POSITION, DEPARTMENT, OR STAFF
	Ensure checklists on applicable Hurricane Condition III IAP 204s have been completed	IC/SECTION CHIEFS
	Review Hurricane Condition II checklist.	IC/SECTION CHIEFS
	Determine need to stand up relief IMT Team members and/or duty section personnel	IC/SECTION CHIEFS
	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.	MTSRU
	Ensure all sub-units have reviewed the current Condition.	PSC/OSC
	Continue to conduct vehicle harbor checks.	OSC
	Report Attainment of HURCON III	SCC
	Arrange for berthing of any essential personnel that are required to remain onboard at SECNY for post storm recovery	LSC
	Request OPCON of MSST NY (if deemed necessary)	SCC

31 July 12	Authorities			300 -11
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

## Hurricane Condition Two

DATE/ INITIALS	TASK	KEY POSITION, DEPARTMENT, OR STAFF
	Review Hurricane Condition I checklist.	IC/SECTION CHIEFS
	Ensure checklists on applicable Hurricane Condition II IAP 204s have been completed	IC/SECTION CHIEFS
	Prepare to execute COOP.	IC/SECTION CHIEFS
	Report attainment of Condition II to CCGDONE BOSTON MA//CC// via SITREP. Commence eight-hour SITREP reporting schedule unless otherwise directed by CCGDONE (cc).	IC/SCC
	Ensure all sub-units have reviewed the current Condition.	PSC/OSC
	Deploy Sector LNOs to local EOCs.	PSC
	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.	OSC/SCC
	Complete Harbor Checks.	OSC
	Complete review of Requests to Remain in Port and Hurricane Mooring Plans.	PREV

31 July 12	Authorities			300 -12
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

### Hurricane Condition One

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

31 July 12	Authorities			300 -13
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations</b>	Section
		Annex C

## 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.

DATE/ INITIALS	TASK	KEY POSITION, DEPARTMENT, OR STAFF
	Evaluate ICS for Post Heavy Weather Response & Recovery.	<b>PSC/IMD</b>
	Prepare for heavy influx of damage assessments or relief request.	<b>OSC</b>
	Prepare request for resources as necessary.	<b>PSC/OSC</b>
	Assess and determine if a request to D1 for Very Small Aperture Terminals (VSAT) should be initiated	<b>SCC/IMT</b>
	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.	<b>SCC</b>
	Request CGD1 to provide Sector and D1/Lant ATON assets as necessary to assess ATON.	<b>OSC</b>
	Make resource assignments of available personnel and equipment to do initial assessment.	<b>PSC/OSC</b>
	Verify conditions of mustering sites immediately following the storm.	<b>OSC</b>
	Examine fuel requirements & available supply for generator, small boats, & vehicles 24 hours after the storm's arrival. If necessary, begin procedures for ordering fuel from outside sources.	<b>LSC</b>

31 July 12	Authorities			300 -14
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations - Planning</b>	Section
		Annex C

## 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).

DATE/ INITIALS	TASK	KEY POSITION, DEPARTMENT, OR STAFF
	Ensure CGMA funds are available in consult w/ CGMA Officer	<b>LSC</b>
	Make determination to return to SEASONAL ALERT status, if appropriate.	<b>IC</b>
	Ensure all impacted CG personnel receive comparable CG assistance as appropriate and are aware of CG benefits and the limitations.	<b>LSC</b>
	As soon as operational pace and communications capabilities allow, resume normal command and control.	<b>All Dept Heads</b>
	Compile lessons learned.	<b>CPFR</b>
	Update status boards.	<b>SITL</b>
	Check in TAD personnel, assign positions, and set up berthing and transportation to sites.	<b>RESL/LSC</b>
	Check in equipment.	<b>LSC</b>
	Process housing and damage claims.	<b>FSC/CLAIMS IO</b>
	Process travel claims.	<b>FSC</b>
	Ensure all funds expended are properly documented.	<b>FSC</b>
	Secure funding strings for personnel, equipment, supplies, berthing, food and transportation.	<b>LSC/FSC</b>
	Conduct port recovery operations utilizing MTSRU and coordinating with FEMA, state, and local response organizations.	<b>PSC/MSTRU/OSC</b>

Revised 31 July 12	Authorities			300 -15
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations - Planning</b>	Section
		Annex C

#### 401: General Information

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)

#### 402: Storm Conditions

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.

Revised 31 July 12	Authorities			400 - I
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations - Planning</b>	Section
		Annex C

**403:  
Heavy Weather  
Warning  
Conditions**

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.

**403:  
Heavy Weather  
Warning  
Conditions  
(Continued)**

The Hurricane Conditions are:

<b>Condition V</b>	A state of seasonal readiness automatically set from 01 June to 30 November by LANTAREA
<b>Condition IV</b>	The <u>ALERT</u> condition in which gale force winds from a hurricane force storm are expected to arrive in within 72 hours.
<b>Condition III</b>	The <u>READINESS</u> condition in which gale force winds from a hurricane force storm are expected within 48 hours.
<b>Condition II</b>	The <u>WARNING</u> condition in which gale force winds from a hurricane force storm are expected within 24 hours.
<b>Condition I</b>	The <u>DANGER</u> 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.
<b>POST STORM</b>	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.

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	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations - Planning</b>	Section
		Annex C

**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.

<b>TROPICAL STORM WATCH</b>	Issued when there is the threat of tropical storm force winds are expected within 36 hours.
<b>TROPICAL STORM WARNING</b>	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.
<b>HURRICANE WATCH</b>	An announcement that hurricane conditions pose a possible threat to a specified coastal area within 36 hours.
<b>HURRICANE WARNING</b>	A warning that sustained winds of 74 MPH (64 KTS) or greater are expected in a specified coastal area within 24 hours or less.

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	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	



USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations - Planning</b>	Section
		Annex C

**405:  
Storm Conditions  
and Hurricane  
Strength Scale  
for Atlantic  
Hurricanes**

The strength of a hurricane is measured and categorized on the Saffir-Simpson Scale. The Scale's categories and projected impacts are described below:

<b>STORM CONDITION</b>	Sustained winds of 50 kts or greater are forecast. Storms may contain high and gusty winds, heavy rain, snow, and/or hail and are often accompanied by unusually high tides.
<b>CATEGORY 1</b>	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.
<b>CATEGORY 2</b>	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.
<b>CATEGORY 3</b>	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.
<b>CATEGORY 4</b>	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.
<b>CATEGORY 5</b>	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.

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	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Operations - Planning</b>	Section
		Annex C

**406:  
Port Conditions**

The five Port Conditions the COTP New York has developed are as follows:

<b>SEASONAL ALERT</b>	Set on 01 June and remains in effect through 30 November.
<b>WHISKEY</b>	Gale force winds from a hurricane force storm are expected to arrive within 72 hours.
<b>X-RAY</b>	Gale force winds from a hurricane force storm are expected to arrive within 48 hours.
<b>YANKEE</b>	Gale force winds from a hurricane force storm are expected to arrive within 24 hours.
<b>ZULU</b>	Gale force winds from a hurricane force storm are expected to arrive within 12 hours.

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

**407:  
New York  
Metropolitan Area**

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.

**408:  
Other Areas  
within SECNY's  
AOR (Area of  
Responsibility)**

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.

**409:  
Alert Warning  
System (AWS)**

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.

Revised 31 July 12	Authorities			400 -5
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

**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:

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

Revised 31 July 12	Authorities			400 -6
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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

Revised 31 July 12	Authorities			Appendix I to Annex C
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		Appendix 1 to Annex C

**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.

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# 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

Authorities			Appendix I to Annex C I
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

U.S. Department of  
Homeland Security

United States  
Coast Guard



Commander  
Sector New York

212 Coast Guard Drive  
Staten Island, NY 10305  
Staff Symbol: S  
Phone: (718) 354-4228  
Fax: (718) 354-4190

16600  
17 September 2012

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

Authorities			Appendix I to Annex C 2
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Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **TABLE OF CONTENTS**

<u>Section</u>	<u>Page</u>
Table of Contents	3
Introduction & COTP Zone Graphic	4-6
Authority	7
Standard Severe Weather Practices	8-9
Coast Guard Actions	10-13
Commercial Vessels, Pilots and Tug Companies Action Requirements	14-16
Facility Owners and Operators Action Requirements	17-19
Pollution Contractors Recommended Action Requirements	20-21
Emergency Drawbridge Openings	22
Exhibit A Remaining in Port Checklist for Commercial Vessels	23-24
Exhibit B Remaining in Port Checklist for Commercial Tugs and Barges	25-26
Exhibit C Subchapter T &K Vessels Remaining in Port Checklist	27
Exhibit D Mooring Requirements for Ships	28
Exhibit E Mooring Requirements for Barges	29
Exhibit F Set Storm Condition-Sample SITREP to D1	30
Exhibit G Condition Whiskey Sample Broadcast Notice To Mariners	31
Exhibit H Condition X-Ray Sample Broadcast Notice To Mariners	32
Exhibit I Condition Yankee Sample Broadcast Notice To Mariners	33
Exhibit J Condition Zulu Sample Broadcast Notice To Mariners	34
Exhibit K Condition Yankee (Post Hurricane) Sample BNM	35
Exhibit L Sample Sector New York Notifications and 33 CFR 160.109 & 33 CFR 160.111	36-45
Exhibit M Sector New York Area of Responsibility Chart	46

Authorities			Appendix I to Annex C 3
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## 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 north to the 43°36.0'N; thence easterly through Whitehall, NY to the New York-Vermont border; thence southerly along the New York boundary to 41°01.5'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°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<sup>st</sup> and remains in effect through November 30<sup>th</sup>.
  - 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.

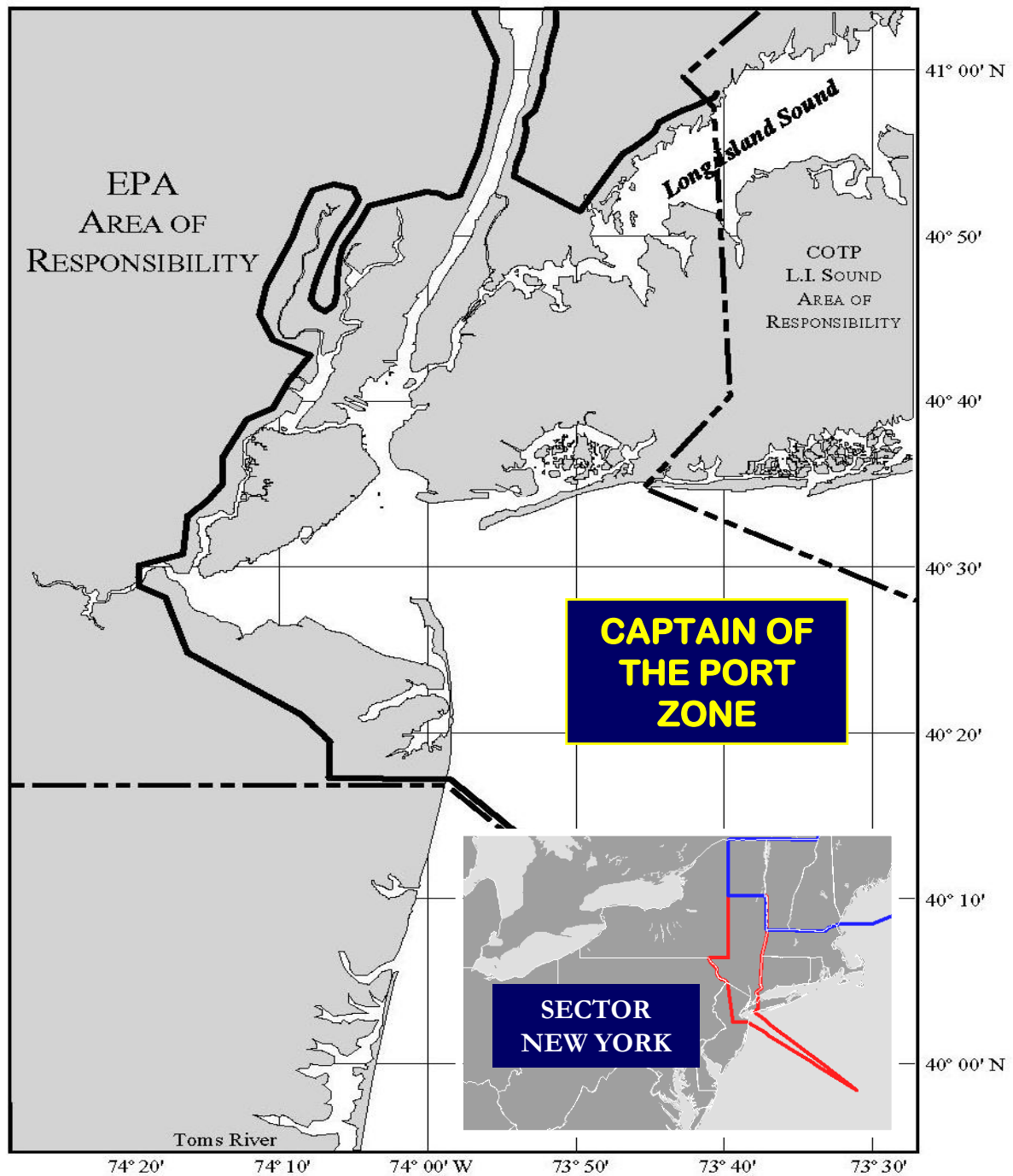
Authorities			Appendix I to Annex C 4
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

- 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>. 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.

Authorities			Appendix I to Annex C 5
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		Appendix 1 to Annex C



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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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.

Authorities			Appendix I to Annex C 7
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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 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

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		Appendix 1 to Annex C

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.

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		Appendix 1 to Annex C

## 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".

Authorities			Appendix I to Annex C 10
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		Appendix 1 to Annex C

- 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>. 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

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		Appendix 1 to Annex C

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.

Authorities			Appendix I to Annex C 12
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

- 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.

Authorities			Appendix I to Annex C 13
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		Appendix 1 to Annex C

## **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.

Authorities			Appendix I to Annex C 14
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

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).

Authorities			Appendix I to Annex C 15
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

- 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.

Authorities			Appendix I to Annex C 16
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	



USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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.

Authorities			Appendix I to Annex C 17
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

- 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.

Authorities			Appendix I to Annex C 18
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

- 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 predisted 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.

Authorities			Appendix I to Annex C 19
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

### **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.

Authorities			Appendix I to Annex C 20
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

- 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 apprised on status/availability of service.

Authorities			Appendix I to Annex C 21
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

### **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.

Authorities			Appendix I to Annex C 22
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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.**

Vessel Name: \_\_\_\_\_ Call sign: \_\_\_\_\_ Official number: \_\_\_\_\_

Gross tonnage: \_\_\_\_\_ Draft Fwd/Aft: \_\_\_\_\_ Length: \_\_\_\_\_ Beam: \_\_\_\_\_

Air Draft: \_\_\_\_\_ Horsepower: \_\_\_\_\_ Single / Twin Screw: \_\_\_\_\_

Number of Engines: \_\_\_\_\_

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)

Flag/Nationality: \_\_\_\_\_ Master's/ Point of Contact name: \_\_\_\_\_

Phone # \_\_\_\_\_ E-mail Address \_\_\_\_\_

Total crew/passengers: \_\_\_\_\_

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 (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: \_\_\_\_\_

Authorities			Appendix I to Annex C 23
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

Pollution contract company Name and Phone # \_\_\_\_\_

Vessel ballast capacity: \_\_\_\_\_ Intentions 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: \_\_\_\_\_

Authorities			Appendix I to Annex C 24
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	



USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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: \_\_\_\_\_

Authorities			Appendix I to Annex C 25
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

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: \_\_\_\_\_

Authorities			Appendix I to Annex C 26
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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: \_\_\_\_\_

Authorities			Appendix I to Annex C 27
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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.**

Authorities			Appendix I to Annex C 28
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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.

Authorities			Appendix I to Annex C 29
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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. CCGDONE xxxxxxxx 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-dlcmdcenter(at)uscg.mil or 617-223-8555.

Authorities			Appendix I to Annex C 30
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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

Authorities			Appendix I to Annex C 31
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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

Authorities			Appendix I to Annex C 32
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	



USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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

Authorities			Appendix I to Annex C 33
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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

Authorities			Appendix I to Annex C 34
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **Exhibit K**

### Condition YANKEE (Post Hurricane) 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 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.

Authorities			Appendix I to Annex C 35
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

16465

## **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.

Authorities			Appendix I to Annex C 36
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

- 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.

Authorities			Appendix I to Annex C 37
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

**U.S. Department of  
Homeland Security**

**United States  
Coast Guard**



Commander  
Sector New York

212 Coast Guard Drive  
Staten Island, NY 10305  
Staff Symbol: (wwm)  
Phone: (718) 354-4088  
Fax: (718) 354-4096

16465

## **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

8Authorities			Appendix I to Annex C 38
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

U.S. Department of  
Homeland Security

United States  
Coast Guard



Commander  
Sector New York

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Staten Island, NY 10305  
Staff Symbol: (wob)  
Phone: (718) 354-4088  
Fax: (718) 354-4096

16465

## **Exhibit L**

### **URGENT COAST GUARD NOTIFICATION**

**Subject: HURRICANE XXnameXX**

Date:

Revision No.:

### **SET HURRICANE CONDITION X-RAY IN THE PORT OF NEW YORK and NEW JERSEY (Gale Force Winds Expected in 48 Hours)**

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.

Authorities			Appendix I to Annex C 39
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

(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

Authorities			Appendix I to Annex C 40
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	



Hurricane and Severe Weather Plan  
**Port of New York/New Jersey**

Section

Appendix 1  
to Annex CCommander  
Sector New York212 Coast Guard Drive  
Staten Island, NY 10305  
Staff Symbol: (wob)  
Phone: (718) 354-4088  
Fax: (718) 354-4096

16465

**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.

Authorities			Appendix I to Annex C 41
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

(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

Authorities			Appendix I to Annex C 42
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

U.S. Department of  
Homeland Security

United States  
Coast Guard



Commander  
Sector New York

212 Coast Guard Drive  
Staten Island, NY 10305  
Staff Symbol: (wwm)  
Phone: (718) 354-4088  
Fax: (718) 354-4096

16660

## **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

Authorities			Appendix I to Annex C 43
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

U.S. Department of  
Homeland Security

United States  
Coast Guard



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Phone: (718) 354-4088  
Fax: (718) 354-4096

16660

## **Exhibit K**

### **URGENT COAST GUARD NOTIFICATION**

**Subject: HURRICANE XXnameXX**

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

Authorities			Appendix I to Annex C 44
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

## **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.

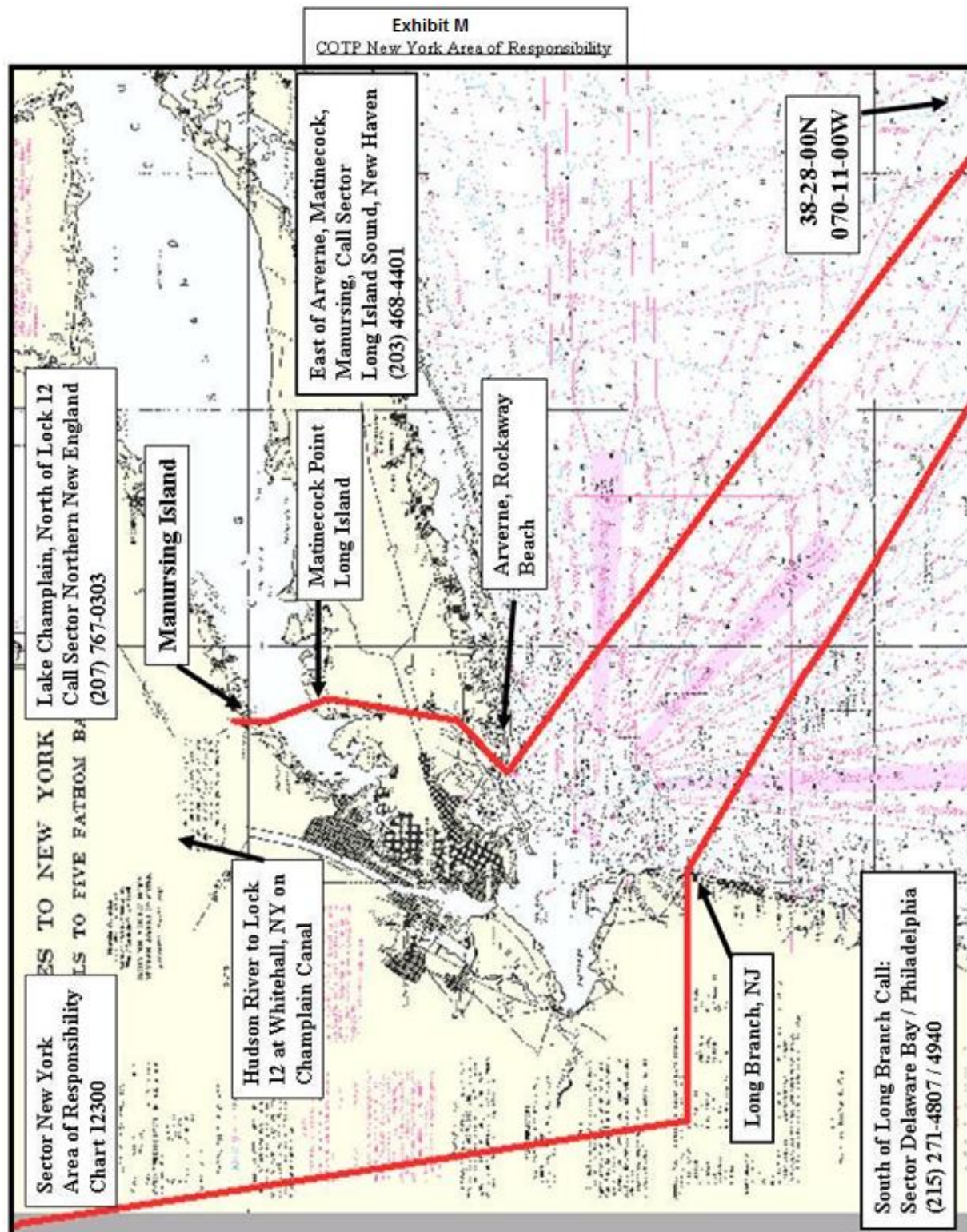
### ***33 CFR 160.111 Special orders applying to vessel operations.***

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.

Authorities			Appendix I to Annex C 45
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C



Authorities			Appendix I to Annex C 46
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Port of New York/New Jersey</b>	Section
		Appendix 1 to Annex C

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Authorities			Appendix I to Annex C 47
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Post Storm Activities</b>	Section
		Appendix 2 to Annex C

APPENDIX 2

TO

ANNEX C

POST STORM ACTIVITIES

Authorities			Appendix 2 to Annex C I
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	



USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Post Storm Activities</b>	Section
		Appendix 2 to Annex C

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Authorities			Appendix 2 to Annex C 2
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Post Storm Activities</b>	Section
		Appendix 2 to Annex C

**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<sup>1</sup>. 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.

<sup>1</sup> 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

Authorities			Appendix 2 to Annex C 3
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Post Storm Activities</b>	Section
		Appendix 2 to Annex C

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 GV's) 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

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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Post Storm Activities</b>	Section
		Appendix 2 to Annex C

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.

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		Appendix 2 to Annex C

(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                                      | • Recreational Vessels               |
| • Federal Channels                          | • Bulk liquid facilities             |
| • Bridges                                   | • Shipyards                          |
| • Hurricane Barriers                        | • Containerized Cargo Facilities     |
| • National Distress Monitoring System       | • Non-Containerized Cargo Facilities |
| • Real-Time Waterway Measurement Systems    | • Intermodal Connections             |
| • Deep Draft Shipping                       | • Shallow Draft Shipping             |
| • High Capacity Passenger Vessels & Ferries | • Oil Pollution                      |
| • Commercial Fishing                        | • Hazmat Incidents                   |
| • Small Passenger Vessels                   | • Vessel Salvage/Wreck Removal       |

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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Post Storm Activities</b>	Section
		Appendix 2 to Annex C

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.

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		Appendix 2 to Annex C

- 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.

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		Appendix 3 to Annex C

## APPENDIX 3

TO

## ANNEX C – OPERATIONS

### Dispersal Instructions for Sector New York and Sub-Units

Authorities			Appendix 3 to Annex C I
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		Appendix 3 to Annex C

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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Dispersal Instructions for Sector New York and Sub-Units</b>	Section
		Appendix 3 to Annex C

**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 2<sup>nd</sup> 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.

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		Appendix 3 to Annex C

**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.

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		Appendix 3 to Annex C

### **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.

Authorities			Appendix 3 to Annex C 5
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		Annex C

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		Annex D

# ANNEX D

## LOGISTICS

### FINANCE / ADMINISTRATION

#### RESOURCES

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		Annex D

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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Logistics</b>	Section
		Annex D

## 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.<sup>5</sup>

## 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.

Revised 31 July 12	Authorities			500 - 3
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Logistics</b>	Section
		Annex D

## 506 – Command Center Conference Room IMT Layout

LSC (718) 354-4123			RESL (718) 354-3907			DOCL (718) 354-4338		
SOFR								
IC/ICR (718) 354-8500								
SITL (718) 354-3197			PSC (718) 354-4124			OSC (718) 354-4094		

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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Logistics</b>	Section
		Annex D

## 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

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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Logistics</b>	Section
		Annex D

## 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)

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	Draft	Review	Approval	
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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Finance/Administration</b>	Section
		Annex D

## 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.

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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Resources</b>	Section
		Annex D

## 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.

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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Personnel</b>	Section
		Annex E

# ANNEX E

## PERSONNEL

## ACCOUNTABILITY

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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Personnel</b>	Section
		Annex E

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USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Personnel Accountability</b>	Section
		Annex E

## 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](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.

Authorities			800-3
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	



USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Personnel Accountability</b>	Section
		Annex E

## SAMPLE EVACUATION REQUEST

P (*Insert DTG*)

FM COMCOGARD SECTOR NEW YORK NY

TO CCGDONE 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 //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/html/oem/html/home/home.shtml](http://www.nyc.gov/html/oem/html/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 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:

Authorities			800-4
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Personnel Accountability</b>	Section
		Annex E

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. Loeb, Sector Commander, Sector New York, sends.  
2. Internet release (*is/is not*) authorized  
BT  
NNNN

Authorities			800-5
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Personnel Accountability</b>	Section
		Annex E

## SAMPLE EVACUATION ORDER

P (DTG)

FM COMCOGARD SECTOR NEW YORK NY

TO CCGDONE 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. CCDG1 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 and 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

Authorities			800-6
Draft	Review	Approval	
Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	



USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Personnel Accountability</b>	Section
		Annex E

## 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:

Revised 31 July 12	Authorities			800-8
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Interagency Coordination</b>	Section
		Annex V

# ANNEX V

## INTERAGENCY COORDINATION

Revised 31 July 12	Authorities			900-I
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Interagency Coordination</b>	Section
		Annex V

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Revised 31 July 12	Authorities			900-2
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Interagency Coordination</b>	Section
		Annex V

**900 –  
Memorandums of  
Understanding &  
Agreement**

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.

Revised 31 July 12	Authorities			900-3
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	



USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Interagency Coordination</b>	Section
		Annex V

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Revised 31 July 12	Authorities			900-4
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Execution Checklists and Incident Action Plans</b>	Section
		Annex X

# Annex X

## Execution Checklists and Incident Action Plans

Revised 31 July 12	Authorities			Annex X I
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Execution Checklists and Incident Action Plans</b>	Section
		Annex X

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Revised 31 July 12	Authorities			Annex X 2
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Execution Checklist</b> <b>Incident Action Plans</b>	Section
		Annex X

**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](#) )

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**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](#) )

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Revised 31 July 12	Authorities			Annex X 3
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Execution Checklist</b> <b>Incident Action Plans</b>	Section
		Annex X

## 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)

Revised 31 July 12	Authorities			Annex X 4
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Daily Conference Calls</b>	Section
		Appendix 10 to Annex X

Appendix 10  
To  
Annex X

Daily Conference Calls

Revised 31 July 12	Authorities			Appendix 10 to Annex X I
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Daily Conference Calls</b>	Section
		Appendix 10 to Annex X

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Revised 31 July 12	Authorities			Appendix 10 to Annex X 2
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Daily Conference Calls</b>	Section
		Appendix 10 to Annex X

### Daily Battle Rhythm

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. .

### Conference Call Participants

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 be 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 Call Agenda

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.

Revised 31 July 12	Authorities			Appendix 10 to Annex X 3
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	





**Incident Action Plan  
For**  
***Sector New York***



**Storm Conditions – Alert**

Date Plan Prepared: 31 July 2012

Operational Period: Storm Conditions - Alert

Approved by:

Sector Commander:

Table of Contents:

	Incident Brief (ICS 201)
X	Incident Objectives (ICS 202)
X	Organizational Assignment List (ICS 203)
X	Division Group Assignments (ICS 204)
	Communications Plan (ICS 205)
	Medical Plan (ICS 206)
	Operational Hazard Worksheet (ICS 215 Safety) –Attach Safe Work Practices
	Radio Requirements Worksheet (ICS 216)

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Storm Conditions</b>	Section
		Appendix 1 to Annex X

# Appendix 1 To Annex X

## Storm Conditions

Revised 31 July 12	Authorities			Appendix I to Annex X
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

# Appendix 1 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Storm Conditions Alert</b>	<b>2. Operational Period (Date/Time)</b> Storm Conditions Alert From:                      To:	<b>INCIDENT OBJECTIVES</b> <b>ICS 202-CG</b>
<b>3. Objective(s)</b> <p>Conduct below operations IAW USCG Sector New York Hurricane and Severe Weather Plan, LANTAREA Instruction 16001.1, CCGD1 OPLAN 9710-06 (D1 Contingency Response Plan) for the prescribed:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Set Storm Condition upon receipt of CCGDONE message.</li> <li><input type="checkbox"/> Review, update and disseminate unit Severe Weather and Hurricane plans.</li> <li><input type="checkbox"/> Monitor all weather reports and advisories.</li> <li><input type="checkbox"/> Identify sources of relief supplies.</li> <li><input type="checkbox"/> Ensure names and telephone numbers of all Department personnel on recall list are up to date.</li> <li><input type="checkbox"/> Ensure fuel and food supplies are maintained.</li> <li><input type="checkbox"/> Inspect all small boat trailers to ensure safe operations.</li> <li><input type="checkbox"/> Ensure that message traffic is well coordinated between SCC, Waterways Management, and Planning Staffs.</li> <li><input type="checkbox"/> Ensure that identified agencies have a copy of the COTP Sector New York Hurricane and Severe Weather Plan.</li> <li><input type="checkbox"/> Review Assessment and Recovery Phase ICS Organizational Chart (ICS 207).</li> <li><input type="checkbox"/> Ensure that the marine community has been notified of the onset of Storm Conditions status.</li> <li><input type="checkbox"/> Contact State Emergency Operations Centers and Federal Emergency Management Agency.</li> </ul>		
<b>4. Operational Period Command Emphasis (Safety Message, Priorities, Key Decisions/Directions)</b> <ol style="list-style-type: none"> <li>1. Set by CCDGONE Command Center.</li> <li>2. Department heads should review requirements for Storm Conditions and Hurricane Condition IV and Port Condition Whiskey.</li> </ol>		
<b>Approved Site Safety Plan Located at:</b> <b>5. Prepared by: (Planning Section Chief)</b> <span style="float: right;"><b>Date/Time</b></span>		

# Appendix 1 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Storm Condition</b>		<b>2. Operational Period (Date/Time)</b> <b>Storm Condition Alert</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Sector New York Command Center		<b>4. Division/Group/Staging</b>			
<b>5. Operations Personnel</b> Deputy Sector Commander: Division/Group Supervisor:		Name		Affiliation	
				Contact # (s)	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Notify Sector stations and cutters to execute their hurricane plans. <input type="checkbox"/> Identify alternate Command Center site in accordance with COOP Plan. <input type="checkbox"/> Verify and update Sector's Emergency Communication Plan. <input type="checkbox"/> Re-verify the communications net to be used during hurricane season in the event of partial or total landline failure caused by the storm. CAMSLANT will use this system to combine these reports and provide a consolidated report of emergency net establishment to the LANT/D1 Command Center. <input type="checkbox"/> Set up heavy Weather status boards in SCC. Maintain a plot of developing storms and potential hurricanes. Keep Sector Commander and Deputy Sector Commander apprised of any storms or hurricane activity that could affect the SECNY AOR. <input type="checkbox"/> Brief department personnel on Liberty and Leave policy. <input type="checkbox"/> Receive personnel and infrastructure status reports from subunits via _____. <input type="checkbox"/> Confirm operational status and fuel levels of emergency generator <input type="checkbox"/> Submit SITREP to D1 Command Center (if required) stating status of personnel accountability and status of units with regards to damage or capability degradation. Advise Logistics Department Head of any personnel or infrastructure issues. See Annex C, Exhibit E for SITREP template. <input type="checkbox"/> Continue to monitor Rescue 21 regional status site and coordinate as necessary with ESU and General Dynamics (R21 sites operational status and fuel supplies) <a href="http://10.99.248.52/Rescue21/status?region-new_york&amp;id=360714">http://10.99.248.52/Rescue21/status?region-new_york&amp;id=360714</a>					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Storm Condition Alert attainment to IC. b) IC report status of completion or actions taken to Chief, Planning & Force Readiness Staff. After work hours and weekends reports via CDO.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by (PSC)</b>	
Date/Time		Date/Time		Date/Time	

# Appendix 1 to Annex X- Execution Checklist

## ICS 203 Organizational Assignment List

Incident Name: <b>Storm Condition</b>		Date Prepared:		Time Prepared:	
Operational Period Date: <b>Storm Condition Alert</b>		Operational Period Time:			
<b>Incident Commander &amp; Staff</b>		<b>Operations Section</b>			
Position	Name	Position		Name	
Incident Commander(s)	Sector Commander	Chief		Duty Section Dependent	
Deputy	Deputy Sector Commander	Deputy		Duty Section Dependent	
ICR	TBD	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
INTEL Officer	SIO				
Safety Officer					
Public Information Officer	TBD				
Liaison Officer	TBD				
<b>Emergency Operations Center (EOC) Representative</b>					
Name	EOC and Phone #				
TBD		Branch I Divisions/Groups <b>SAR/LE Branch</b>			
TBD		Branch Director:			
TBD		Deputy:			
TBD		Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
TBD			SAR	Duty Section Dependent	
TBD			LE	Duty Section Dependent	
		Branch II Divisions/Groups <b>Recovery</b>			
		Branch Director:		Duty Section Dependent	
<b>Planning Section</b>		Deputy:			
	Name	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
Chief	Duty Section Dependent		Pollution Response	Duty Section Dependent	
Deputy	Duty Section Dependent		Investigations	Duty Section Dependent	
Resources Unit	Duty Section Dependent				
Situation Unit	Duty Section Dependent	<b>Air Operations</b>			
Port Hurricane Planner	Contingency Planning Staff	Air Support Supervisor			
Documentation Unit	Duty Section Dependent	Helicopter Coordinator			
Security Specialists	Duty Section Dependent	Airborne Dispersants Coordinator			

Appendix 1 to Annex X- Execution Checklist

Logistics Section		Finance Section	
Position	Name	Position	Name
Chief		Chief	Comptroller
Deputy		Deputy	F&S
Support Branch		Procurement Leader	
Director		Claims/Insurance Unit	
Supply Unit		Cost Unit	
Vessel Support Unit			
Reserve Personnel Unit			
Service Branch			
Communications Unit	OSC		
Medical Unit	HSC		
Food Unit	FSC		
Prepared By:		USCG Sector New York	ICS Position: Contingency Planner
Approved By:		USCG Sector New York	ICS Position: Planning Chief

# Appendix 1 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Storm Condition</b>		<b>2. Operational Period (Date/Time)</b> <b>Storm Conditions Alert</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>																																				
<b>3. Branch</b> Operations Department		<b>4. Division/Group/Staging</b> SSO																																						
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HARPAT Team 4			2	<input type="checkbox"/>																																				
Station Small Boats			4	<input type="checkbox"/>																																				
Station Small Boats			4	<input type="checkbox"/>																																				
<b>7. Work Assignments</b> <p>The primary purpose of the HARPATS is to identify hazardous conditions and notify the responsible party to ensure timely correction prior to the arrival of heavy weather. Both vehicles and small boats will conduct these patrols and their primary focus will be on the commercial maritime aspects of the zone. These targeted areas will be inspected to ensure that no significant threat of safety and security exists.</p> <p><b>Waterside HARPAT:</b></p> <p><input type="checkbox"/> Coordinate waterside HARPATs throughout the port identifying potential hazardous situations such as derelict vessels and other items in the waterways which cannot be mitigated within 48 hours.</p> <p><b>Landside HARPAT:</b></p> <p><input type="checkbox"/> Coordinate landside HARPATs throughout the port identifying potential hazardous situations such as unsheltered storage, missile hazards, unsecured storage tanks and other items or situations which cannot be mitigated within 48 hours.</p> <p><input type="checkbox"/> Inspect and verify compliance with Storm Preparation Checklist for all facilities and take appropriate action to minimize storm damage.</p>																																								
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<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b> <table border="1"> <thead> <tr> <th>Name/Function</th> <th>Radio: Freq./System/Channel</th> <th>Phone</th> <th>Cell/Pager</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>						Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager																															
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<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by (PSC)</b>																																				
Date/Time		Date/Time		Date/Time																																				



Appendix 1 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Storm Condition</b>		<b>2. Operational Period (Date/Time)</b> Storm Conditions Alert From:                      To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Incident Command Representative		<b>4. Division/Group/Staging</b>			
<b>5. Operations Personnel</b> Incident Command Representative		Name		Affiliation                      Contact # (s) Sector New York	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
					<input type="checkbox"/>
<b>7. Work Assignments</b>  <div><input type="checkbox"/> Alert order message traffic will be sent by CGDONE directing units to attain Storm Condition.</div> <div><input type="checkbox"/> Promptly report status of Alert attainment to the Sector Commander.</div> <div><input type="checkbox"/> Brief Department Heads on Liberty and Leave policy.</div>					
<b>8. Special Instructions</b>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b> Name/Function                      Radio: Freq./System/Channel                      Phone                      Cell/Pager  <b>Emergency Communications</b> Medical _____ Evacuation _____ Other _____					
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>11. Reviewed by</b>		<b>Date/Time</b>
			<b>12. Reviewed by (PSC)</b>		<b>Date/Time</b>

# Appendix 1 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Storm Condition</b>		<b>2. Operational Period (Date/Time)</b> <b>Storm Condition Alert</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Logistics Department		<b>4. Division/Group/Staging</b> Admin / Galley / Supply			
<b>5. Operations Personnel</b>		Name		Affiliation	
Department Head:				Sector New York	
Assist. Department Head:				Sector New York	
Division/Group Supervisor:				Sector New York	
Division/Group Supervisor:				Sector New York	
				Contact # (s)	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Verify and validate personnel recall numbers in Direct Access prior to Alert.</li> <li><input type="checkbox"/> Develop and brief contingency procedures (shelters, temporary housing, and local hotels) for evacuating and relocating active duty personnel and their dependents from government leased or owned housing.</li> <li><input type="checkbox"/> Developed a list of CG members that are in Government owned or leased housing that Sector would be responsible for evacuating and relocating (include on the list CG members' name, number of dependants and home address).</li> <li><input type="checkbox"/> Develop and brief procedures for calling or reporting in, after the storm has passed for all Sector personnel, units and additional CG units in the Sector's AOR.</li> <li><input type="checkbox"/> Coordinate with Housing Officer on contingency procedures (shelters, temporary housing, and local hotels) for evacuating and relocating active duty personnel and their dependents from government leased or owned housing.</li> <li><input type="checkbox"/> Verify availability and source of supply for emergency rations and drinking water, shelters, sanitation, flashlights and first aid.</li> <li><input type="checkbox"/> Ensure emergency food supplies are available for 7 days for approximately 30 personnel.</li> <li><input type="checkbox"/> Provide training on hurricane preparedness and evacuation contingencies for all Sector personnel. This training should include local emergency and utility service numbers and evacuation routes / options to all members for their families.</li> <li><input type="checkbox"/> Ensure all personnel are briefed and consideration for their families is taken into account (Issue Enclosure 1 of Sector Hurricane Plan: Personnel Hurricane Preparedness Plan).</li> <li><input type="checkbox"/> Identify a dedicated Dependants phone line for incoming / outgoing calls (Snow Closure Line).</li> <li><input type="checkbox"/> Brief department personnel on Liberty and Leave policy.</li> </ul>					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Storm Condition Alert attainment to Logistics Department head. b) Logistics Department head report status of completion or actions taken to Chief, Planning & Force Readiness Staff. After work hours and weekends reports via CDO.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<input checked="" type="checkbox"/> Personnel Hurricane Preparedness Plan <input type="checkbox"/>					
<b>11. Prepared by</b>	<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>	<b>12. Reviewed by (PSC)</b>	<b>Date/Time</b>

# Appendix 1 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Storm Condition</b>		<b>2. Operational Period (Date/Time)</b> <b>Storm Condition Alert</b> From:      To:		<b>Assignment List</b> <b>ICS 204-CG</b>													
<b>3. Branch</b> Logistics Department		<b>4. Division/Group/Staging</b> Engineering															
<b>5. Operations Personnel</b> <table border="1"> <thead> <tr> <th>Name</th> <th>Affiliation</th> <th>Contact # (s)</th> </tr> </thead> <tbody> <tr> <td>Department Head:</td> <td>Sector New York</td> <td></td> </tr> <tr> <td>Assist. Department Head:</td> <td>Sector New York</td> <td></td> </tr> <tr> <td>Division/Group Supervisor:</td> <td>Sector New York</td> <td></td> </tr> </tbody> </table>						Name	Affiliation	Contact # (s)	Department Head:	Sector New York		Assist. Department Head:	Sector New York		Division/Group Supervisor:	Sector New York	
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Assist. Department Head:	Sector New York																
Division/Group Supervisor:	Sector New York																
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Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks													
<b>7. Work Assignments</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Ensure readiness of emergency generators. <ul style="list-style-type: none"> <li>1. Top off generators' fuel tanks</li> <li>2. Full load test</li> <li>3. Prepare load plan/ops duration</li> </ul> </li> <li><input type="checkbox"/> Ensure all Sectors' small boat trailers have been inspected for safe operations.</li> <li><input type="checkbox"/> Maintain fuel supplies at 70% capacity.</li> <li><input type="checkbox"/> Inventory disaster preparedness kit: These will be located in the DC shop.</li> <li><input type="checkbox"/> Assess limitations of shore structures to withstand hurricane conditions. Factors to be considered include elevation, structural strength, emergency communications, and electrical power.</li> <li><input type="checkbox"/> Receive personnel and infrastructure intact/not intact initial assessment report from SCC. Task out further actions within Logistics as needed.</li> </ul>																	
<b>8. Special Instructions</b> <ul style="list-style-type: none"> <li>a) Report status of completion or actions taken for Storm Condition Alert attainment to Logistics Department head.</li> <li>b) Logistics Department head will report status of completion or actions taken to Chief, Planning &amp; Force Readiness Staff. After work hours and weekends reports via CDO.</li> </ul>																	
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				<b>Date/Time</b>													
<b>12. Reviewed by (PSC)</b>				<b>Date/Time</b>													

# Appendix 1 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Storm Condition</b>		<b>2. Operational Period (Date/Time)</b> <b>Storm Condition Alert</b> From: <b>1 Jun</b> To: <b>30 Nov</b>		<b>Assignment List</b> <b>ICS 204-CG</b>																					
<b>3. Branch</b> Operations Department		<b>4. Division/Group/Staging</b> Enforcement																							
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Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks																					
<b>7. Work Assignments</b>																									
<input type="checkbox"/> Brief department personnel on Liberty and Leave policy. <input type="checkbox"/> Identify "Safe havens" for Sector Cutters and provide this information to D1. <input type="checkbox"/> Review Cutters' Hurricane Plan with individual cutters. Review any MOUs / MOAs. <input type="checkbox"/> Confirm cutters have attained Storm Condition Alert. <input type="checkbox"/> Provide assets to SSO Division for HARPATS. <input type="checkbox"/> Ensure all CG Action Items are complete. <input type="checkbox"/> Identify command's initial reserve support requirements for the Assessment & Recovery Phase, and anticipated long-term requirements. Provide Logistics with reserve support requirements. <input type="checkbox"/> Brief Sector Commander regarding relocation of waterborne (boats and cutters) resources. The decision to proceed to sea should be made no later than Port Condition YANKEE. <input type="checkbox"/> Provide vessels for HARPAT.																									
<b>8. Special Instructions</b>																									
a) Report status of completion or actions taken for Storm Condition Alert attainment to Operations Department head. b) Operations Department head report status of completion or actions taken to Chief, Planning & Force Readiness Staff. After work hours and weekends reports via CDO.																									
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# Appendix 1 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Storm Condition</b>		<b>2. Operational Period (Date/Time)</b> <b>Storm Condition Alert</b> <div style="text-align: right;">From:    To:</div>		<b>Assignment List</b> <b>ICS 204-CG</b>																	
<b>3. Branch</b> Operations Department		<b>4. Division/Group/Staging</b> Waterways Management																			
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;">5. Operations Personnel</th> <th style="width: 20%;">Name</th> <th style="width: 30%;">Affiliation</th> <th style="width: 20%;">Contact # (s)</th> </tr> <tr> <td>Department Head:</td> <td></td> <td>Sector New York</td> <td></td> </tr> <tr> <td>Asst. Department Head:</td> <td></td> <td>Sector New York</td> <td></td> </tr> <tr> <td>Division/Group Supervisor:</td> <td></td> <td>Sector New York</td> <td></td> </tr> </table>						5. Operations Personnel	Name	Affiliation	Contact # (s)	Department Head:		Sector New York		Asst. Department Head:		Sector New York		Division/Group Supervisor:		Sector New York	
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Asst. Department Head:		Sector New York																			
Division/Group Supervisor:		Sector New York																			
<b>6. Resources Assigned</b> <span style="float: right;">"X" indicates 204a attachment with additional instructions</span>																					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks																	

**7. Work Assignments**

- ☐ Review ANT Teams' Hurricane Plan with individual ANT Teams and ensure critical ATONs are addressed. Review any MOUs / MOAs.
- ☐ Identify "Safe havens" for Sector ATON vessels and provide this information to D1.
- ☐ Confirm ANT Teams have attained Storm Condition Alert.
- ☐ Identify participants and initiate daily 1400 port partner conference calls

**8. Special Instructions**

- a) Report status of completion or actions taken for Storm Condition Alert attainment to Operations Department head.
- b) Operations Department head report status of completion or actions taken to Chief, Planning & Force Readiness Staff. After work hours and weekends reports via CDO.

**9. Communications (radio and/or phone contact numbers needed for this assignment)**

Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager
---------------	-----------------------------	-------	------------

**Emergency Communications**

Medical \_\_\_\_\_ Evacuation \_\_\_\_\_ Other \_\_\_\_\_

**10. Other Attachments (as needed)**

<b>11. Prepared by</b>	<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>	<b>12. Reviewed by (PSC)</b>	<b>Date/Time</b>
------------------------	------------------	------------------------	------------------	------------------------------	------------------

# Appendix 1 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Storm Condition</b>		<b>2. Operational Period (Date/Time)</b> <b>Storm Condition Alert</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> <b>Planning</b>		<b>4. Division/Group/Staging</b>			
<b>5. Operations Personnel</b>		Name		Affiliation	
Department Head:				Sector New York	
Asst. Department Head:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure that an updated copy of the Hurricane and Severe Weather Plan and Hurricane Seasonal Alert is posted to homeport.uscg.mil/newyork.					
<input type="checkbox"/> Hold Operational Briefing to review the Hurricane Incident Action Plan with all Department Heads.					
<input type="checkbox"/> Identify alternate Incident Command Posts (ICPs). Visit alternate command post sites to ascertain viability and vulnerability.					
<input type="checkbox"/> Contact State/County Emergency Operations Centers (EOC) and Federal Emergency Management Agency (FEMA). Give list of personnel from the unit that would deploy to the EOCs and FEMA during an emergency. Coordinate any training needs and concerns from the EOCs and FEMA.					
<input type="checkbox"/> Brief department personnel on Liberty and Leave policy.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Storm Condition Alert attainment to Chief, Planning & Force Readiness Staff.					
b) Chief, Planning & Force Readiness Staff report status of completion or actions taken by all Department heads to Deputy Sector Commander. After work hours and weekends reports via CDO.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager/Fax	
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>11. Reviewed by</b>	
				<b>Date/Time</b>	
				<b>12. Reviewed by (PSC)</b>	
				<b>Date/Time</b>	

# Appendix 1 to Annex X- Execution Checklist

<b>MEDICAL PLAN</b>	1. Incident Name	2. Date Prepared	3. Time Prepared	4. Operational Period			
	Storm Condition						
5. Incident Medical Aid Station							
Medical Aid Stations		Location			Paramedics Yes No		
Sick Bay		Coast Guard Sector New York				X	
6. Transportation							
A. Ambulance Services							
Name	Address		Phone		Paramedics Yes No		
Richmond University Medical Center	355 Bard Avenue, Staten Island, NY 10310		Emergency 911		X		
Staten Island University Hospital	475 Seaview Avenue, Staten Island, NY 10305		Emergency 911		X		
New York and New Jersey	All areas utilize 911 for emergencies some services may or may not have paramedics.		Emergency 911		X	X	
B. Incident Ambulances							
Name	Location			Paramedics Yes No			
	N/A						
7. Hospitals							
Name	Address	Travel Time Air / Ground		Phone	Helipad Yes No		Burn Center Yes No
Richmond University Medical Center	355 Bard Avenue, Staten Island, NY 10310		10 min	(718) 818-1234		X	X
Staten Island University Hospital	475 Seaview Avenue, Staten Island, NY 10305		10 min	(718) 351-6827	X		X

## Appendix 1 to Annex X- Execution Checklist

[illegible]



**Incident Action Plan  
For**  
***Sector New York***



**Hurricane Condition V – Seasonal Alert**

Date Plan Prepared: 31 July 2012

Operational Period: Hurricane Condition V - Seasonal Alert

Approved by:

Sector Commander:

Table of Contents:

	Incident Brief (ICS 201)
X	Incident Objectives (ICS 202)
X	Organizational Assignment List (ICS 203)
X	Division Group Assignments (ICS 204)
	Communications Plan (ICS 205)
	Medical Plan (ICS 206)
	Operational Hazard Worksheet (ICS 215 Safety) –Attach Safe Work Practices
	Radio Requirements Worksheet (ICS 216)

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Hurricane Condition V-Seasonal Alert</b>	Section
		Appendix 2 to Annex X

Appendix 2  
To  
Annex X

Hurricane Condition V- Seasonal Alert

Revised 31 July 12	Authorities			Appendix 2 to Annex X
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

**MONTH BEFORE THE START OF HURRICANE SEASON (01-31 May)**

DATE/ INITIALS	TASK	KEY POSITION, DEPARTMENT, OR STAFF
	Ensure all Sector personnel have updated their Direct Access records & 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.	<b>DEPT HEADS/ STAFF CHIEFS</b>
	Ensure all Departments complete their responsibilities on this checklist and report to Sector CO status of preparation.	<b>DEPT HEADS/ STAFF CHIEFS</b>
	Check all Communications circuits with sub-units and in conference room. Test IRIDIUM Phone and Check data/voice circuits in SCC.	<b>SCC</b>
	Notification procedures & recall lists to be readily available (even at home) in case of after hours notifications.	<b>LOGISTICS/SCC</b>
	Coordinate the timely mailing of the Command Preparedness Letter (using the " <a href="#">Emergency Evacuation Information</a> " 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 <b>by 15 MAY with return date of 01 June</b> . As necessary, sponsor hurricane awareness meetings at CG Housing areas.	<b>LOGISTICS</b>
	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.	<b>LOGISTICS</b>
	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).	<b>LOGISTICS</b>
	Have in stock plastic bags/tarps for distribution to Departments to cover electronic equipment, if needed.	<b>LOGISTICS</b>

DATE/ INITIALS	TASK	KEY POSITION, DEPARTMENT, OR STAFF
	Verify Basic Ordering Agreements (BOA) with local hotels	LOGISTICS
	Verify listing of members in NYC evacuation zones is current.	LOGISTICS
	Provide updated recall, dependant and safe refuge list to SCC and Department Heads.	LOGISTICS
	Verify required IMT/MTSRU members have current HSIN, ERMA, and CART access.	IMT/MTSRU
	Validate all POCs, update Section 500 (Contact phone numbers) and Annex D of this plan as necessary.	CPFR
	Review appropriate plans and references. Post any external plans on Homeport.	CPFR
	Review COOP and verify the readiness of the alternate COOP site(s).	CPFR
	Inventory & replenish Command Center & COOP site emergency supplies (i.e. food, water, etc.).	CPFR
	Conduct recall phone exercise with Command Center, Sector Personnel and sub-units.	CPFR
	Inventory & 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.	CPFR/OPS
	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.	CPFR
	Draft and promulgate a Homeport announcement to the Port Community announcing the start of the Hurricane Season and any other relevant information.	CPFR
	Review and ensure compliance with associated District SOP, Heavy Weather plans, Warning Orders, and references prior to 01 June.	CPFR

### HURRICANE CONDITION FIVE (Seasonal Alert-Begins 01 June)

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

**Note:** See Annex X for discussion of IAPs for actions from Storm Condition to Condition V through Recovery.

# Appendix 2 to Annex X- Execution Checklist

## ICS 203 Organizational Assignment List

Incident Name: <b>Hurricane</b>		Date Prepared:		Time Prepared:	
Operational Period Date: <b>Hurricane Condition V (01 Jun-30 Nov)</b>		Operational Period Time:			
<b>Incident Commander &amp; Staff</b>		<b>Operations Section</b>			
Position	Name	Position		Name	
Incident Commander(s)	Sector Commander	Chief		Duty Section Dependent	
Deputy	Deputy Sector Commander	Deputy		Duty Section Dependent	
ICR	TBD	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
INTEL Officer	SIO				
Safety Officer					
Public Information Officer	TBD				
Liaison Officer	TBD				
<b>Emergency Operations Center (EOC) Representative</b>					
Name	EOC and Phone #				
TBD		Branch I Divisions/Groups <b>SAR/LE Branch</b>			
TBD		Branch Director:			
TBD		Deputy:			
TBD		Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
TBD			SAR	Duty Section Dependent	
TBD			LE	Duty Section Dependent	
		Branch II Divisions/Groups <b>Recovery</b>			
		Branch Director:		Duty Section Dependent	
<b>Planning Section</b>		Deputy:			
	Name	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
Chief	Duty Section Dependent		Pollution Response	Duty Section Dependent	
Deputy	Duty Section Dependent		Investigations	Duty Section Dependent	
Resources Unit	Duty Section Dependent				
Situation Unit	Duty Section Dependent	<b>Air Operations</b>			
Port Hurricane Planner	Contingency Planning Staff	Air Support Supervisor			
Documentation Unit	Duty Section Dependent	Helicopter Coordinator			
Security Specialists	Duty Section Dependent	Airborne Dispersants Coordinator			

Appendix 2 to Annex X- Execution Checklist

Logistics Section		Finance Section	
Position	Name	Position	Name
Chief		Chief	Comptroller
Deputy		Deputy	F&S
Support Branch		Procurement Leader	
Director		Claims/Insurance Unit	
Supply Unit		Cost Unit	
Vessel Support Unit			
Reserve Personnel Unit			
Service Branch			
Communications Unit	OSC		
Medical Unit	HSC		
Food Unit	FSC		
Prepared By:		USCG Sector New York	ICS Position: Contingency Planner
Approved By:		USCG Sector New York	ICS Position: Planning Chief

## Appendix 2 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Seasonal Alert</b>	<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition V – Seasonal Alert</b> From: <b>1 Jun</b> To: <b>30 Nov</b>	<b>INCIDENT OBJECTIVES</b> <b>ICS 202-CG</b>
<b>3. Objective(s)</b> <p>Conduct below operations IAW USCG Sector New York Hurricane and Severe Weather Plan, LANTAREA Instruction 16001.1, CCGD1 OPLAN 9710-95 (D1 Contingency Response Plan) for the prescribed:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Set Seasonal Alert status on 01 June until 30 November.</li> <li><input type="checkbox"/> Review, update and disseminate unit Hurricane plans.</li> <li><input type="checkbox"/> Monitor all weather reports and advisories.</li> <li><input type="checkbox"/> Identify sources of relief supplies.</li> <li><input type="checkbox"/> Ensure names and telephone numbers of all Department personnel on recall list are up to date.</li> <li><input type="checkbox"/> Ensure fuel and food supplies are maintained.</li> <li><input type="checkbox"/> Inspect all small boat trailers to ensure safe operations.</li> <li><input type="checkbox"/> Ensure that identified agencies have a copy of the Sector New York Hurricane and Severe Weather Plan.</li> <li><input type="checkbox"/> Review Assessment and Recovery Phase ICS Organizational Chart (ICS 207)</li> <li><input type="checkbox"/> Ensure that the marine community has been notified of the onset of Hurricane Seasonal Alert status.</li> <li><input type="checkbox"/> Contact State Emergency Operations Centers and Federal Emergency Management Agency</li> </ul>		
<b>4. Operational Period Command Emphasis (Safety Message, Priorities, Key Decisions/Directions)</b> <ol style="list-style-type: none"> <li>1. Automatically set from 01 June to 30 November each year.</li> <li>2. Department heads should review requirements for Hurricane Condition IV and Port Condition Whiskey.</li> </ol>		
<b>Approved Site Safety Plan Located at:</b> <b>5. Prepared by: (Planning Section Chief)</b> <span style="float: right;"><b>Date/Time</b></span>		



# Appendix 2 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Seasonal Alert</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition V – Seasonal Alert</b> From: <b>1 Jun</b> To: <b>30 Nov</b>		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Sector New York Command Center		<b>4. Division/Group/Staging</b>			
<b>5. Operations Personnel</b> Incident Command Representative: Division/Group Supervisor:		Name Sector New York Sector New York		Affiliation Sector New York Sector New York	
Contact # (s)					
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<input type="checkbox"/> Be familiar with the personnel recall QRC. <input type="checkbox"/> Be familiar with the Incident Action Plan for Seasonal Alert and retain in the Command Center (SCC). <input type="checkbox"/> Notify Sector stations and cutters to execute their hurricane plans to attain Hurricane Seasonal Alert. <input type="checkbox"/> Send Message traffic to CGDONE; info copy to LANT/D1 CMDCCEN advising when Hurricane Seasonal Alert is attained for all units under Sector New York. <input type="checkbox"/> Identify alternate Command Center site in accordance with COOP Plan. <input type="checkbox"/> Verify and update Sector's Emergency Communication Plan. <input type="checkbox"/> Verify the communications net to be used during hurricane season in the event of partial or total landline failure caused by the storm. CAMSLANT will use this system to combine these reports and provide a consolidated report of emergency net establishment to the LANT/D1 Command Center. <input type="checkbox"/> Maintain a plot of developing storms and potential hurricanes. Keep Sector Commander and Deputy Sector Commander apprised of any storms or hurricane activity that could affect the AOR. <input type="checkbox"/> Brief department personnel on Liberty and Leave policy during Hurricane Season. <input type="checkbox"/> Check Rescue 21 regional status site and coordinate as necessary with ESU and General Dynamics (R21 sites operational status and fuel supplies) <a href="http://10.99.248.52/Rescue21/status?region-new_york&amp;id=360714">http://10.99.248.52/Rescue21/status?region-new_york&amp;id=360714</a> <input type="checkbox"/> Determine operations status and fuel levels of the emergency generator.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Seasonal Alert attainment to IC. b) IC report status of completion or actions taken to Chief, Planning & Force Readiness Staff. After work hours and weekends reports via CDO.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>11. Reviewed by</b>	
				<b>Date/Time</b>	
<b>12. Reviewed by (PSC)</b>		<b>Date/Time</b>			

Appendix 2 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Seasonal Alert</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition V – Seasonal Alert</b> From: <b>1 Jun</b> To: <b>30 Nov</b>		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> <b>Command Staff</b>		<b>4. Division/Group/Staging</b>			
<b>5. Operations Personnel</b> Name Incident Command Representative:		Affiliation		Contact # (s) Sector New York	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
					<input type="checkbox"/>
<b>7. Work Assignments</b>  <div><input type="checkbox"/> Alert order message traffic will be sent by CGDONE directing units to attain Hurricane Condition V - Seasonal Alert. Upon attainment of Seasonal Alert direct the sending of Message traffic by the CDO to CGDONE; info copy to LANT/D1 CMDCCN.</div> <div><input type="checkbox"/> Promptly report status of Seasonal Alert attainment to the Sector Commander.</div> <div><input type="checkbox"/> Brief Department Heads on Liberty and Leave policy during Hurricane Season.</div>					
<b>8. Special Instructions</b>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b> Name/Function Radio: Freq./System/Channel Phone Cell/Pager  <b>Emergency Communications</b> Medical _____ Evacuation _____ Other _____					
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by (PSC)</b>	
Date/Time		Date/Time		Date/Time	

# Appendix 2 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Seasonal Alert</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition V - Seasonal Alert</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Department		<b>4. Division/Group/Staging</b> HARPAT Group			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
HARPAT Team 1			2		<input type="checkbox"/>
HARPAT Team 2			2		<input type="checkbox"/>
HARPAT Team 3			2		<input type="checkbox"/>
HARPAT Team 4			2		<input type="checkbox"/>
Station Small Boats			4		<input type="checkbox"/>
Station Small Boats			4		<input type="checkbox"/>
<b>7. Work Assignments</b>					
The primary purpose of the HARPATS is to identify hazardous conditions and notify the responsible party to ensure timely correction prior to the arrival of heavy weather. Both vehicles and small boats will conduct these patrols and their primary focus will be on the commercial maritime aspects of the zone. These targeted areas will be inspected to ensure that no significant threat of safety and security exists.					
<b>Waterside HARPAT:</b>					
<input type="checkbox"/> Coordinate waterside HARPATs throughout the port identifying potential hazardous situations such as derelict vessels and other items in the waterways which cannot be mitigated within 48 hours.					
<b>Landside HARPAT:</b>					
<input type="checkbox"/> Coordinate landside HARPATs throughout the port identifying potential hazardous situations such as unsheltered storage, missile hazards, unsecured storage tanks and other items or situations which cannot be mitigated within 48 hours.					
<input type="checkbox"/> Inspect and verify compliance with Storm Preparation Checklist for all facilities and take appropriate action to minimize storm damage.					
<b>8. Special Instructions</b>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>	<b>12. Reviewed by (PSC)</b>
					<b>Date/Time</b>

# Appendix 2 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Seasonal Alert</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition V – Seasonal Alert</b> From: <b>1 Jun</b> To: <b>30 Nov</b>		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Logistics Department		<b>4. Division/Group/Staging</b> Admin / Galley / Supply			
<b>5. Operations Personnel</b>		Name		Affiliation	
Department Head:				Sector New York	
Assist. Department Head:				Sector New York	
Division/Group Supervisor:				Sector New York	
Division/Group Supervisor:				Sector New York	
				Contact # (s)	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Verify and validate personnel recall numbers in Direct Access prior to Seasonal Alert.</li> <li><input type="checkbox"/> Develop and brief contingency procedures (shelters, temporary housing, and local hotels) for evacuating and relocating active duty personnel and their dependents from government leased or owned housing.</li> <li><input type="checkbox"/> Develop a list of CG members that are in Government owned or leased housing that Sector would be responsible for evacuating and relocating (include on the list CG members' name, number of dependants and home address).</li> <li><input type="checkbox"/> Develop and brief procedures for calling or reporting in, after the storm has passed for all Sector personnel, units and additional CG units in the Sector's AOR.</li> <li><input type="checkbox"/> Coordinate with Housing Officer on contingency procedures (shelters, temporary housing, and local hotels) for evacuating and relocating active duty personnel and their dependents from government leased or owned housing.</li> <li><input type="checkbox"/> Verify availability and source of supply for emergency rations and drinking water, shelters, sanitation, flashlights and first aid.</li> <li><input type="checkbox"/> Ensure emergency food supplies are available for 7 days for approximately 30 personnel.</li> <li><input type="checkbox"/> Provide training on hurricane preparedness and evacuation contingencies for all Sector personnel. This training should include local emergency and utility service numbers and evacuation routes / options to all members for their families.</li> <li><input type="checkbox"/> Ensure all personnel are briefed and consideration for their families is taken into account (Issue Enclosure 1 of Sector Hurricane Plan: Personnel Hurricane Preparedness Plan).</li> <li><input type="checkbox"/> Identify a dedicated Dependants phone line for incoming / outgoing calls (Snow Closure Line).</li> <li><input type="checkbox"/> Brief department personnel on Liberty and Leave policy during Hurricane Season.</li> </ul>					
<b>8. Special Instructions</b>					
<ul style="list-style-type: none"> <li>a) Report status of completion or actions taken for Seasonal Alert attainment to Logistics Department head.</li> <li>b) Logistics Department head will report status of completion or actions taken to Chief, Planning &amp; Force Readiness Staff. After work hours and weekends reports via CDO.</li> </ul>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<input checked="" type="checkbox"/> Personnel Hurricane Preparedness Plan <input type="checkbox"/>					
<b>11. Prepared by</b>	<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>	<b>12. Reviewed by (PSC)</b>	<b>Date/Time</b>

## Appendix 2 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Seasonal Alert</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition V – Seasonal Alert</b> From: <b>1 Jun</b> To: <b>30 Nov</b>		<b>Assignment List</b> <b>ICS 204-CG</b>																	
<b>3. Branch</b> Logistics Department		<b>4. Division/Group/Staging</b> Engineering																			
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><b>5. Operations Personnel</b></td> <td style="width: 33%;">Name</td> <td style="width: 33%;">Affiliation</td> <td style="width: 33%;">Contact # (s)</td> </tr> <tr> <td></td> <td>Department Head:</td> <td>Sector New York</td> <td></td> </tr> <tr> <td></td> <td>Assist. Department Head:</td> <td>Sector New York</td> <td></td> </tr> <tr> <td></td> <td>Division/Group Supervisor:</td> <td>Sector New York</td> <td></td> </tr> </table>						<b>5. Operations Personnel</b>	Name	Affiliation	Contact # (s)		Department Head:	Sector New York			Assist. Department Head:	Sector New York			Division/Group Supervisor:	Sector New York	
<b>5. Operations Personnel</b>	Name	Affiliation	Contact # (s)																		
	Department Head:	Sector New York																			
	Assist. Department Head:	Sector New York																			
	Division/Group Supervisor:	Sector New York																			
<b>6. Resources Assigned</b> <span style="float: right;">"X" indicates 204a attachment with additional instructions</span>																					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks																	
<b>7. Work Assignments</b>  <div style="margin-left: 20px;"> <input type="checkbox"/> Ensure readiness of emergency generators prior to the start of Hurricane Condition V - Seasonal Alert.              1. Top off generators' fuel tanks              2. Full load test              3. Prepare load plan/ops duration         </div> <div style="margin-left: 20px;"> <input type="checkbox"/> Ensure all Sectors' small boat trailers have been inspected for safe operations.  <input type="checkbox"/> Maintain fuel supplies at 70% capacity.  <input type="checkbox"/> Inventory disaster preparedness kit: These will be located in the DC shop at the onset of seasonal alert.  <input type="checkbox"/> Assess limitations of shore structures to withstand hurricane conditions. Factors to be considered include elevation, structural strength, emergency communications, and electrical power.         </div>																					
<b>8. Special Instructions</b>  <div style="margin-left: 20px;">           a) Report status of completion or actions taken for Seasonal Alert attainment to Logistics Department head.            b) Logistics Department head will report status of completion or actions taken to Chief, Planning &amp; Force Readiness Staff. After work hours and weekends reports via CDO.         </div>																					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Name/Function</td> <td style="width: 33%;">Radio: Freq./System/Channel</td> <td style="width: 17%;">Phone</td> <td style="width: 17%;">Cell/Pager</td> </tr> </table> <b>Emergency Communications</b> Medical _____ Evacuation _____ Other _____						Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager												
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager																		
<b>10. Other Attachments (as needed)</b>  <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/>  <input type="checkbox"/> </div> <div> <input type="checkbox"/>  <input type="checkbox"/> </div> <div> <input type="checkbox"/>  <input type="checkbox"/> </div> </div>																					
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>11. Reviewed by</b>		<b>Date/Time</b>																
<b>12. Reviewed by (PSC)</b>		<b>Date/Time</b>																			

# Appendix 2 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Seasonal Alert</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition V – Seasonal Alert</b> From: <b>1 Jun</b> To: <b>30 Nov</b>		<b>Assignment List</b> <b>ICS 204-CG</b>																
<b>3. Branch</b> Operations Department		<b>4. Division/Group/Staging</b> Enforcement																		
<b>5. Operations Personnel</b> <table border="0"> <tr> <td>Name</td> <td>Affiliation</td> <td>Contact # (s)</td> </tr> <tr> <td>Department Head:</td> <td>Sector New York</td> <td></td> </tr> <tr> <td>Asst. Department Head:</td> <td>Sector New York</td> <td></td> </tr> <tr> <td>Division/Group Supervisor:</td> <td>Sector New York</td> <td></td> </tr> <tr> <td>Division/Group Supervisor:</td> <td>Sector New York</td> <td></td> </tr> </table>						Name	Affiliation	Contact # (s)	Department Head:	Sector New York		Asst. Department Head:	Sector New York		Division/Group Supervisor:	Sector New York		Division/Group Supervisor:	Sector New York	
Name	Affiliation	Contact # (s)																		
Department Head:	Sector New York																			
Asst. Department Head:	Sector New York																			
Division/Group Supervisor:	Sector New York																			
Division/Group Supervisor:	Sector New York																			
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions																				
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks																
<b>7. Work Assignments</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Brief department personnel on Liberty and Leave policy during Hurricane Season.</li> <li><input type="checkbox"/> Complete annual review of current Sector New York Hurricane and Severe Weather Plan.</li> <li><input type="checkbox"/> Identify "Safe havens" for Sector Cutters and provide this information to D1.</li> <li><input type="checkbox"/> Review Cutters' Hurricane Plan with individual cutters prior to Hurricane Season. Review any MOUs / MOAs.</li> <li><input type="checkbox"/> Confirm cutters have attained Hurricane Seasonal Alert.</li> <li><input type="checkbox"/> Provide assets to SSO Division for HARPATS.</li> <li><input type="checkbox"/> Ensure all CG Action Items are complete.</li> <li><input type="checkbox"/> Identify command's initial reserve support requirements for the Assessment &amp; Recovery Phase, and anticipated long-term requirements. Provide Logistics with reserve support requirements.</li> <li><input type="checkbox"/> Brief Sector Commander regarding relocation of waterborne (boats and cutters) resources. The decision to proceed to sea should be made not later than Port Condition YANKEE.</li> <li><input type="checkbox"/> Provide vessels for HARPAT.</li> </ul>																				
<b>8. Special Instructions</b> <ul style="list-style-type: none"> <li>a) Report status of completion or actions taken for Seasonal Alert attainment to Operations Department head.</li> <li>b) Operations Department head report status of completion or actions taken to Chief, Planning &amp; Force Readiness Staff. After work hours and weekends reports via CDO.</li> </ul>																				
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>																				
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager																	
<b>Emergency Communications</b>																				
Medical _____	Evacuation _____	Other _____																		
<b>10. Other Attachments (as needed)</b>																				
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by (PSC)</b>																
Date/Time		Date/Time		Date/Time																

# Appendix 2 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Seasonal Alert</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition V – Seasonal Alert</b> From: <b>1 Jun</b> To: <b>30 Nov</b>		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Department		<b>4. Division/Group/Staging</b> Incident Management Division			
<b>5. Operations Personnel</b>		Name		Affiliation	
Response Department Head:				Sector New York	
Division Chief:				Sector New York	
Asst Division Chief:				Sector New York	
MER Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
Add as needed					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<input type="checkbox"/> Brief division personnel on Liberty and Leave policy during Hurricane Season. <input type="checkbox"/> Complete annual review of current Sector New York Hurricane and Severe Weather Plan. <input type="checkbox"/> Verify/ Update prioritized Facilities/Marinas/Vessels (FMV) HARPAT Target List and review FMV HARPAT process with Facilities Branch. <input type="checkbox"/> Review 'Recommended Action Requirements for Pollution Contractors' listed in Appendix 1 to Annex C. <input type="checkbox"/> Provide notification to Enforcement Division on surface assets needed for standard surface HARPATS. <input type="checkbox"/> Ensure all relevant & actionable CG Action Items listed in Section 300 (pages 300-4 thru 300-7) of Sector New York Hurricane and Severe Weather Plan are complete. <input type="checkbox"/> Ensure all division personnel review relevant & actionable CG Action Items listed for Hurricane Condition IV listed in Section 300 (pages 300-8) of Sector New York Hurricane and Severe Weather Plan.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Seasonal Alert attainment to Operations Department head. b) Operations Department head report status of completion or actions taken to Chief, Planning & Force Readiness Staff. After work hours and weekends reports via CDO.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>Emergency Communications</b>					
Medical _____		Evacuation _____		Other _____	
<b>10. Other Attachments (as needed)</b>					
TBD					
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by (IMD)</b>	
Date/Time		Date/Time		Date/Time	

## Appendix 2 to Annex X- Execution Checklist

<b>1. Incident Name</b> <b>Seasonal Alert</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition V – Seasonal Alert</b> From: <b>1 Jun</b> To: <b>30 Nov</b>		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Planning Department		<b>4. Division/Group/Staging</b>			
<b>5. Operations Personnel</b>		Name		Affiliation	
Department Head:				Sector New York	
Asst. Department Head:				Sector New York	
Division/Group Supervisor:				Sector New York	
				Contact # (s)	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Complete annual review of unit hurricane plan, amend, and republish if required prior to May 01. <input type="checkbox"/> Ensure that an updated copy of the Hurricane and Severe Weather Plan and Hurricane Seasonal Alert is posted to homeport.uscg.mil/newyork. <input type="checkbox"/> Hold Operational Briefing to review the Hurricane Incident Action Plan with all Department Heads. <input type="checkbox"/> Identify alternate Incident Command Posts (ICPs). Visit alternate command post sites to ascertain viability and vulnerability. <input type="checkbox"/> Contact State/County Emergency Operations Centers (EOC) and Federal Emergency Management Agency (FEMA). Give list of personnel from the unit that would deploy to the EOCs and FEMA during an emergency. Coordinate any training needs and concerns from the EOCs and FEMA. <input type="checkbox"/> Send UMIB announcing commencement of Hurricane Season. <input type="checkbox"/> Brief department personnel on Liberty and Leave policy during Hurricane Season.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Seasonal Alert attainment to Chief, Planning & Force Readiness Staff. b) Chief, Planning & Force Readiness Staff report status of completion or actions taken by all Department heads to Deputy Sector Commander. After work hours and weekends reports via CDO.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager/Fax		
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>	<b>12. Reviewed by (PSC)</b>
					<b>Date/Time</b>



## Appendix 2 to Annex X- Execution Checklist

<b>MEDICAL PLAN</b>	1. Incident Name	2. Date Prepared	3. Time Prepared	4. Operational Period			
	Seasonal Alert						
5. Incident Medical Aid Station							
Medical Aid Stations		Location			Paramedics Yes No		
Sick Bay		Coast Guard Sector New York				X	
6. Transportation							
A. Ambulance Services							
Name	Address		Phone		Paramedics Yes No		
Richmond University Medical Center	355 Bard Avenue, Staten Island, NY 10310		Emergency 911		X		
Staten Island University Hospital	475 Seaview Avenue, Staten Island, NY 10305		Emergency 911		X		
New York and New Jersey	All areas utilize 911 for emergencies some services may or may not have paramedics.		Emergency 911		X	X	
B. Incident Ambulances							
Name	Location			Paramedics Yes No			
	N/A						
7. Hospitals							
Name	Address	Travel Time Air / Ground		Phone	Helipad Yes No		Burn Center Yes No
Richmond University Medical Center	355 Bard Avenue, Staten Island, NY 10310		10 min	(718) 818-1234		X	X
Staten Island University Hospital	475 Seaview Avenue, Staten Island, NY 10305		10 min	(718) 351-6827	X		X

## Appendix 2 to Annex X- Execution Checklist

[illegible]

**Incident Action Plan  
For**

***Sector New York***

**Hurricane Condition III**



Date Plan Prepared: 31 July 2012

Operational Period: Hurricane Condition III

Approved by:

Sector Commander:

Table of Contents:

	Incident Brief (ICS 201)
X	Incident Objectives (ICS 202)
X	Organizational Assignment List (ICS 203)
X	Division Group Assignments (ICS 204)
	Communications Plan (ICS 205)
X	Medical Plan (ICS 206)
	Operational Hazard Worksheet (ICS 215 Safety) –Attach Safe Work Practices
	Radio Requirements Worksheet (ICS 216)

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Hurricane Condition III- Port Condition X-Ray</b>	Section
		Appendix 4 to Annex X

Appendix 4  
To  
Annex X

Hurricane Condition III- Port Condition X-Ray

Revised 31 July 12	Authorities			Appendix 4 to Annex X
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

## Appendix 4 to Annex X- Execution Checklist

### HURCON III CHECKLIST

DATE/ INITIALS	TASK	KEY POSITION, DEPARTMENT, OR STAFF
	Ensure checklists on applicable Hurricane Condition III IAP 204s have been completed	<b>IC/SECTION CHIEFS</b>
	Review Hurricane Condition II checklist.	<b>IC/SECTION CHIEFS</b>
	Determine need to stand up relief IMT Team members and/or duty section personnel	<b>IC/SECTION CHIEFS</b>
	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.	<b>MTSRU</b>
	Ensure all sub-units have reviewed the current Condition.	<b>PSC/OSC</b>
	Continue to conduct vehicle harbor checks.	<b>OSC</b>
	Report Attainment of HURCON III	<b>SCC</b>
	Arrange for berthing of any essential personnel that are required to remain onboard at SECNY for post storm recovery	<b>LSC</b>
	Request OPCON of MSST NY (if deemed necessary)	<b>SCC</b>

## Appendix 4 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____	<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition III</b> From: _____ To: _____	<b>INCIDENT OBJECTIVES</b> <b>ICS 202-CG</b>
<b>3. Objective(s)</b> <p>Conduct below operations IAW USCG Sector New York Hurricane and Severe Weather Plan, LANTAREA Instruction 16001.1, CCGD1 OPLAN 9710-06 (D1 Contingency Response Plan) for the prescribed:</p> <p><input type="checkbox"/> Units shall work to attain HURCON IV as directed by CCGDONE in accordance with Sector New York Hurricane and Severe Weather Plan.</p>		
<b>4. Operational Period Command Emphasis (Safety Message, Priorities, Key Decisions/Directions)</b> <ol style="list-style-type: none"> <li>Hurricane Condition III is set when gale force winds (34 knots) from a hurricane force storm are expected within 48 hours.</li> <li>Operations may be conducted in a wide variety of weather conditions. Weather conditions change frequently and may require halting or modifying the unit's day to day routine. Some typical weather conditions that could impact operations include: high tides, lightning, rain, hail, snow, sleet, and high winds. This could include hazards such as a downed power lines, in which one should stay 10 feet from and then notify the electric company. Refer to the Unit Safety and Health Plan for additional safety information and a list of valuable resources.</li> </ol> <p>The first SITREP is submitted 4 hours after CONDITION III is set. Additional SITREPs are submitted as significant changes occur. After the storm has passed, SITREPs will be sent daily until response operations are completed. They are serially numbered with the final so noted. SITREPs will include weather information in order to reduce the number of messages.</p>		
<b>5. Prepared by: (Planning Section Chief)</b>		<b>Date/Time</b>

# Appendix 4 to Annex X- Execution Checklist

## ICS 203 Organizational Assignment List

Incident Name:		Date Prepared:		Time Prepared:	
Operational Period Date: <b>Hurricane Condition III</b>		Operational Period Time:			
<b>Incident Commander &amp; Staff</b>		<b>Operations Section</b>			
Position	Name	Position		Name	
Incident Commander(s)	Sector Commander, Deputy Sector Commander or ICR	Chief		Duty Section Dependent	
Deputy	Deputy Sector Commander or ICR	Deputy		Duty Section Dependent	
INTEL Officer	SIO	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
Safety Officer					
Public Information Officer	TBD				
Liaison Officer	TBD				
<b>Emergency Operations Center (EOC) Representative</b>					
Name	EOC and Phone #				
TBD		Branch I Divisions/Groups <b>SAR/LE Branch</b>			
TBD		Branch Director:			
TBD		Deputy:			
TBD		Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
TBD			SAR	Duty Section Dependent	
TBD			LE	Duty Section Dependent	
		Branch II Divisions/Groups <b>Recovery</b>			
		Branch Director:		Duty Section Dependent	
<b>Planning Section</b>		Deputy:			
	Name	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
Chief	Duty Section Dependent		Pollution Response	Duty Section Dependent	
Deputy	Duty Section Dependent		Investigations	Duty Section Dependent	
Resources Unit	Duty Section Dependent				
Situation Unit	Duty Section Dependent	<b>Air Operations</b>			
Port Hurricane Planner	Contingency Planning Staff	Air Support Supervisor			
Documentation Unit	Duty Section Dependent	Helicopter Coordinator			
Security Specialists		Airborne Dispersants Coordinator			

## Appendix 4 to Annex X- Execution Checklist

<b>Logistics Section</b>		<b>Finance Section</b>	
Position	Name	Position	Name
Chief		Chief	Comptroller
Deputy		Deputy	F&S
Support Branch		Procurement Leader	
Director		Claims/Insurance Unit	
Supply Unit		Cost Unit	
Vessel Support Unit			
Reserve Personnel Unit			
<b>Service Branch</b>			
Communications Unit	OSC		
Medical Unit	HSC		
Food Unit	FSC		
Prepared By:	USCG Sector New York		ICS Position: <b>Contingency Planner</b>
Approved By:	USCG Sector New York		ICS Position: <b>Planning Chief</b>



# Appendix 4 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition III</b>		<b>Assignment List</b> <b>ICS 204-CG</b>	
		From: _____ To: _____			
<b>3. Branch</b> Sector New York Command Center		<b>4. Division/Group/Staging</b>			
<b>5. Operations Personnel</b>		Name		Affiliation	
Incident Command Representative:		Sector New York		Contact # (s)	
Division/Group Supervisor:		Sector New York			
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Be familiar with the Incident Action Plan for each hurricane condition and retain in the Command Center (SCC).					
<input type="checkbox"/> Update Safety Marine Information Broadcasts (SMIB) to warn vessels and other members of the maritime community of the impending storm. Disseminate official National Weather Service advisories and warning to maritime community and isolated coastal areas as necessary and practical.					
<input type="checkbox"/> Based on the predicted surge/water levels, VTS shall consider securing power to equipment at low lying VTS remote sites (e.g. Mariners Harbor, Goethals Bridge, Sandy Hook).					
<input type="checkbox"/> Shift Command Center to alternate command site IAW the COOP Plan, if required.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition III attainment to ICR. b) ICR report status of completion or actions taken to IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>11. Reviewed by</b>	
				<b>Date/Time</b>	
				<b>12. Reviewed by (PSC)</b>	
				<b>Date/Time</b>	

# Appendix 4 to Annex X- Execution Checklist

1. Incident Name _____		2. Operational Period (Date/Time) <b>Hurricane Condition III</b> From: _____ To: _____		Assignment List ICS 204-CG	
3. Branch <b>Command Staff</b>		4. Division/Group/Staging			
5. Operations Personnel Incident Command Representative		Name Sector New York		Affiliation Contact # (s)	
6. Resources Assigned "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
7. Work Assignments					
<input type="checkbox"/> Message traffic will be sent by CGDONE directing units to attain Hurricane Condition III. Upon attainment of Hurricane Condition III direct the sending of Message traffic by the CDO to CGDONE; info copy to LANT/D1 CMDCCEN <input type="checkbox"/> Promptly report status of Condition III attainment to the Sector Commander and any other updated information. <input type="checkbox"/> Determine need to stand up next duty section					
8. Special Instructions The first SITREP is submitted 4 hours after CONDITION III is set. Additional SITREPs are submitted as significant changes occur. After the storm has passed, SITREPs will be sent daily until response operations are completed. They are serially numbered with the final so noted. SITREPs will include weather information in order to reduce the number of messages.					
9. Communications (radio and/or phone contact numbers needed for this assignment)					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
10. Other Attachments (as needed)					
11. Prepared by		Date/Time		11. Reviewed by	
				Date/Time	
				12. Reviewed by (PSC)	
				Date/Time	

## Appendix 4 to Annex X- Execution Checklist

<b>1. Incident Name</b>	<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition III</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>																				
<b>3. Branch</b> Operations Section	<b>4. Division/Group/Staging</b> Marine Inspections Group/HARPAT																						
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><b>5. Operations Personnel</b></td> <td style="width: 30%;">Name</td> <td style="width: 30%;">Affiliation</td> <td style="width: 10%;">Contact # (s)</td> </tr> <tr> <td>Section Chief:</td> <td></td> <td>Sector New York</td> <td></td> </tr> <tr> <td>Deputy Section Chief</td> <td></td> <td>Sector New York</td> <td></td> </tr> <tr> <td>Division/Group Supervisor:</td> <td></td> <td>Sector New York</td> <td></td> </tr> <tr> <td>Division/Group Supervisor:</td> <td></td> <td>Sector New York</td> <td></td> </tr> </table>				<b>5. Operations Personnel</b>	Name	Affiliation	Contact # (s)	Section Chief:		Sector New York		Deputy Section Chief		Sector New York		Division/Group Supervisor:		Sector New York		Division/Group Supervisor:		Sector New York	
<b>5. Operations Personnel</b>	Name	Affiliation	Contact # (s)																				
Section Chief:		Sector New York																					
Deputy Section Chief		Sector New York																					
Division/Group Supervisor:		Sector New York																					
Division/Group Supervisor:		Sector New York																					
<b>6. Resources Assigned</b> <span style="float: right;">“X” indicates 204a attachment with additional instructions</span>																							
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks																			
HARPAT Team 1			2	<input type="checkbox"/>																			
HARPAT Team 2			2	<input type="checkbox"/>																			
HARPAT Team 3			2	<input type="checkbox"/>																			
HARPAT Team 4			2	<input type="checkbox"/>																			
Station Small Boats			4	<input type="checkbox"/>																			
Station Small Boats			4	<input type="checkbox"/>																			
<b>7. Work Assignments</b> <p>The primary purpose of the HARPATs is to identify hazardous conditions and notify the responsible party to ensure timely correction prior to the arrival of heavy weather. Vehicles will conduct these patrols and their primary focus will be on the commercial maritime aspects of the zone. Small boats may be used as needed to speed up coverage of targeted facilities/marinas. These targeted areas will be inspected to ensure that no significant threat of safety and security exists.</p> <p><b>Landside HARPAT (IMD &amp; SSO Divisions):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Continue to conduct landside vehicle HARPATs throughout the port identifying potential hazardous situations such as unsheltered storage, missile hazards, unsecured storage tanks and other items or situations which cannot be mitigated within 48 hours.</li> <li><input type="checkbox"/> HARPAT teams should remind facility personnel to review Sector New York Hurricane and Severe Weather Plan, located on Homeport (<a href="http://www.homeport.uscg.mil">www.homeport.uscg.mil</a>) and verify with pollution contractors to follow recommended action requirements listed in Appendix 1 to Annex C</li> <li><input type="checkbox"/> Identify all laid-up vessels and obtain the number, size, arrangement and condition of all mooring lines are capable of holding the vessel safe and secure.</li> </ul>																							

## Appendix 4 to Annex X- Execution Checklist

<b>8. Special Instructions</b> Use prioritized list of facilities and marinas to guide HARPATs. 100% of critical facilities and marinas should be covered.		
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>		
Name/Function	Radio: Freq./System/Channel	Phone                      Cell/Pager
Command		
Command		
Tactical		
<b>10. Other Attachments (as needed)</b>		
<b>11. Prepared by</b>	<b>Date/Time</b>	<b>11. Reviewed by      Date/Time      12. Reviewed by (PSC)      Date/Time</b>

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition III (Gale Force Winds in 48 hrs)</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Command & General Staff		<b>4. Division/Group/Staging</b> IMT			
<b>5. Operations Personnel</b>		Name		Affiliation	
ICR:				Sector New York	
OSC:				Sector New York	
PSC:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier		Leader		Contact Info. #	# of Persons
					Reporting Info/Notes/Remarks
Add as needed					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<p><input type="checkbox"/> <b>ICR:</b> Maintain contact with CG Liaison at Office of Emergency Management (OEM) and Federal Emergency Management Agency (FEMA) and update IMT with any additions/modifications to tasking based on LNO input. Update/Modify objectives listed on HURCON III ICS-202 and task Command &amp; General Staff with their execution.</p> <p><input type="checkbox"/> <b>OSC/IC:</b> Execute Operational Objectives listed on the HURCON III ICS-202. Continue planning for Assessment and Recovery Phase. (including daily over flight requests for trained aerial observers for pollution and ATON; determine status of heavy lift ATON cutters and discuss need &amp; RFF/ICS-213RR process with WWM; determine with ENF, the number of surface assets needed for post storm assessment and response). Review and plan for Post Storm Activities outlined in Appendix 2 to Annex C to Sector New York Hurricane and Severe Weather Plan and submit RFFs/ICS-213RR accordingly. Plan for Surface and Aerial Damage Assessments along with Salvage actions. Ensure Waterside &amp; Shoreside Pollution, Vessel, and Facility Response Teams are discussed and planned for with Facilities and Inspections Divisions. Ensure Post Storm Response Activities and responsibilities are understood, and discuss pre-staging the teams in different parts of the AOR as necessary.</p> <p><input type="checkbox"/> <b>PSC:</b> Execute Management/Planning Objectives listed on the HURCON III ICS-202. Keep OSC advised on any action items that result from Info Management Tiger Team analysis of Port Partner Reports IAW Annex C to the [Sector New York Hurricane and Severe Weather Plan] ( 'Action Requirements for Commercial Vessels, Pilots and Tug Companies', 'Action Requirements for Facility Owners and Operators', &amp; 'Exhibits A-D'). Verify/update process to track post storm damage assessment reports (utilize MTSRU/WWM personnel). Follow ICS Planning P Meeting Schedule, Battle Rhythm of external meetings (Port Partner meetings, D1 Conference Calls, NOAA Weather briefs), and operational period. Facilitate all ICS meetings. Coordinate 24-hour IMT staffing (if needed) and/or transition to a new IMT with RESL. Review Post Storm Activities outlined in Appendix 2 to Annex C to COTP Hurricane and Severe Weather Plan. Ensure the objectives listed on the HURCON III ICS-202 are divided up and completed by the responsible department(s)/divisions(s). Begin COOP site notifications.</p> <p><input type="checkbox"/> <b>SITL:</b> Update plot of developing storm and keep abreast of the latest weather advisories in the SCC. Post/update Situation Board. Send Hurricane Condition III Attainment Message to CGDONE; info copy to LANT/D1 CMDcen when Hurricane Condition III is attained for all Sector New York personnel and subunits. Prepare SITREPs for review &amp; approval by IC/OSC and send IAW with established submission schedule/battle rhythm. Advise Incident Commander and Senior Watch Coordinator when Hurricane Conditions have been attained by all staffs/units and any other changes or updates. Review SITREP requirements outlined in [Post Storm Activities Appendix 2 to Annex C to Sector New York Hurricane and Severe Weather Plan.</p> <p><input type="checkbox"/> <b>RESL:</b> Update a resource tracking mechanism to maintain awareness of location and status of all SECNY Sub-Units. Collect divisional/departments accountability reports and coordinate display of that info with SITL.</p> <p><input type="checkbox"/> <b>DOCL:</b> Keep MISLE case updated on response actions.</p> <p><input type="checkbox"/> <b>LSC:</b> Carry out Logistical objectives listed on the HURCON III ICS-202.</p> <p><input type="checkbox"/> <b>WWM Rep:</b> Carry out WWM objectives listed on the HURCON III ICS-202. Coordinate with PSC and Info Management Tiger Team to track &amp; analyze reports that Port Partners will submit when Port Condition changes occur IAW Annex C to the Sector New York Hurricane and Severe Weather Plan.</p>					

## Appendix 4 to Annex X- Execution Checklist

<b>8. Special Instructions</b> Determine need for additional personnel. LNO maintain HSIN JABBER chat with IMT/Command Center.			
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>			
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager
<b>10. Other Attachments (as needed)</b>			
<b>11. Prepared by</b>	<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>
		<b>12. Reviewed by</b>	<b>Date/Time</b>

# Appendix 4 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition III</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Logistics Section		<b>4. Division/Group/Staging</b> Admin / Galley / Supply			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all Hurricane Condition III actions are complete. <input type="checkbox"/> Check on availability of hotels for TAD personnel. <input type="checkbox"/> Ensure adequate drinking water and rations are available. Identify source of dry ice should it be needed to save frozen and chilled food. Supplies should be able to last for 2 days without electricity.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition III attainment to LSC. b) LSC head report status of completion or actions taken to the PSC and the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>10. Other Attachments (as needed)</b>					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>11. Prepared by</b> <b>Date/Time</b>		<b>11. Reviewed by</b> <b>Date/Time</b>		<b>12. Reviewed by (PSC)</b> <b>Date/Time</b>	

## Appendix 4 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition III</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Logistics Section		<b>4. Division/Group/Staging</b> Engineering			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier		Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks
					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all Hurricane Condition III actions are completed. <input type="checkbox"/> Rig lifelines around entrances and perimeters of critical operational buildings and pier facilities. <input type="checkbox"/> Verify that all buildings and grounds are secure and that no loose debris/equipment is left out. Cover open dumpsters with tarps and secure tightly. <input type="checkbox"/> Secure power to unused outlying buildings - some power may have to be left on to provide fire protection. <input type="checkbox"/> Begin reviewing Hurricane Condition II and Condition I requirements and ensure all equipment and Hurricane Locker gear is functioning and available. <input type="checkbox"/> Ensure readiness of emergency generators. Top off generators' fuel tanks. <input type="checkbox"/> Keep vehicle reservations pick-up with Motor pool/CGPD.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition III attainment to LSC. b) LSC report status of completion or actions taken to the PSC and the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>10. Other Attachments (as needed)</b>					
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by (PSC)</b>	
Date/Time		Date/Time		Date/Time	



# Appendix 4 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition III</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Prevention			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all Hurricane Condition III actions are complete.					
<input type="checkbox"/> Assess vessel and facility compliance in accordance with the Sector New York Hurricane and Severe Weather Plan requirements.					
<input type="checkbox"/> Execute evasion / safe haven plan for all ANT Teams' boats.					
<input type="checkbox"/> Determine when to secure aircraft, vessel and vehicle HARPAT.					
<input type="checkbox"/> If port restrictions are expected, brief Command Center on procedures for collecting and delivering the "Remaining in Port Checklist" form.					
<input type="checkbox"/> Account for all department personnel and evacuate all hands, if evacuation order is given.					
<input type="checkbox"/> Coordinate with Response Department Head to consider requirements for Assessment and Recovery Phase.					
<input type="checkbox"/> Coordinate with Sector Commander to determine the need to set Port Hurricane Condition X-RAY.					
<b>8. Special Instructions</b>					
a) OSC report status of completion or actions taken to the PSC and the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by (PSC)</b>	
Date/Time		Date/Time		Date/Time	

# Appendix 4 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition III (Gale Force Winds in 48 hrs)</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>																
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Response																		
<b>5. Operations Personnel</b> <table border="0" style="width:100%"> <tr> <td style="width:30%">Name</td> <td style="width:30%">Affiliation</td> <td style="width:40%">Contact # (s)</td> </tr> <tr> <td colspan="3">Operations Section Chief:</td> </tr> <tr> <td colspan="3">Enforcement:</td> </tr> <tr> <td colspan="3">Incident Management:</td> </tr> <tr> <td colspan="3">Division/Group Supervisor:</td> </tr> </table>						Name	Affiliation	Contact # (s)	Operations Section Chief:			Enforcement:			Incident Management:			Division/Group Supervisor:		
Name	Affiliation	Contact # (s)																		
Operations Section Chief:																				
Enforcement:																				
Incident Management:																				
Division/Group Supervisor:																				
<b>6. Resources Assigned</b> <span style="float:right">“X” indicates 204a attachment with additional instructions</span>																				
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks																
Add as needed					<input type="checkbox"/>															
<b>7. Work Assignments</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Ensure all Hurricane Condition III actions are complete.</li> <li><input type="checkbox"/> Floating units in port will complete fueling and provisioning. Ensure general readiness and safety of the vessel. Set continuous communications watch. Floating units at sea will maneuver if unable to return to port prior to the arrival of the hurricane.</li> <li><input type="checkbox"/> Coordinate with Operations Department to determine when to secure (ENF) vessel and vehicle HARPAT. Weather conditions or if port operations are secure.</li> </ul> <b>Enforcement Division Supervisor:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Confirm cutters and stations have attained Hurricane Condition III. (Be sure to include visiting cutters)</li> <li><input type="checkbox"/> Ensure cutters have reviewed outstanding CASREPs that may effect the operational limitations of any subordinate units. Provide emergency assistance as necessary.</li> <li><input type="checkbox"/> Ensure cutters have reviewed maintenance periods / availability in respect to developing storms. Whenever possible, elective maintenance that requires extensive down time should be deferred until after storm passage.</li> <li><input type="checkbox"/> Identify command's initial reserve support requirements for the Assessment &amp; Recovery Phase, and anticipated long-term requirements. Provide Logistics with reserve support requirements.</li> <li><input type="checkbox"/> Brief Operations Section Chief regarding relocation of waterborne (boats and cutters) resources. The decision to proceed to sea should be based on last daylight opportunity prior to prediction to exceed vessel parameters.</li> <li><input type="checkbox"/> Provide vessels for HARPAT.</li> <li><input type="checkbox"/> Place all cutters in <b>BRAVO-12</b> status. Receive report of estimated time for reaching B-12 and any specific limitations.</li> </ul> <b>Incident Management Division Supervisor:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Maintain a 24/7 Incident Management watch in the Command Center.</li> <li><input type="checkbox"/> Execute HARPAT Condition III checklist.</li> <li><input type="checkbox"/> Ensure all CG Action Items listed in Annex C of Sector New York Hurricane and Severe Weather Plan is complete.</li> <li><input type="checkbox"/> Maintain joint Facilities Compliance and IMD HARPAT Teams to canvas facilities, marinas, vessels, and other areas of concern prior to Hurricane/Tropical Storm landfall.</li> <li><input type="checkbox"/> Coordinate with Inspections Division to ensure Vessel HARPAT Team continues to identify all laid-up vessels and obtain the number, size, arrangement and condition of all mooring lines. Verify that they are capable of holding the vessel safe and secure.</li> <li><input type="checkbox"/> Review/update prioritized list of facilities, vessels, marinas, and areas of concern to be targeted by HARPAT teams. Discuss with Facilities Branch and Inspections Division.</li> <li><input type="checkbox"/> Ensure Recommended Action Requirements for Pollution Contractors listed in Annex C of the Sector New York Hurricane and Severe Weather Plan are conducted for the current Port Condition</li> </ul>																				

## Appendix 4 to Annex X- Execution Checklist

<b>8. Special Instructions</b>  a) Report status of completion or actions taken for Hurricane Condition III attainment to the OSC. b) OSC report status of completion or actions taken to the PSC and the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone	Cell/Pager
TBD		TBD		TBD	TBD
<b>10. Other Attachments (as needed)</b>					
TBD					
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by</b>	
<b>Date/Time</b>		<b>Date/Time</b>		<b>Date/Time</b>	

# Appendix 4 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition III</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Waterways Management Group			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> As applicable, draft Port Condition X-Ray Broadcast Notice to Mariners and Advisory. Be sure to include Exhibits A through D from Sector New York Hurricane and Severe Weather Plan.					
<input type="checkbox"/> Post advisory to Homeport and email VTS. VTS will send an AWS Alert.					
<input type="checkbox"/> Confirm Aids to Navigation Teams have attained Hurricane Condition III.					
<input type="checkbox"/> Confirm Aids to Navigation Teams' boats have an evasion/safe haven plan.					
<input type="checkbox"/> Review information regarding Port Condition X-Ray or Yankee (as applicable).					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition III attainment to the OSC. b) OSC report status of completion or actions taken to the PSC and the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by (PSC)</b>	
Date/Time		Date/Time		Date/Time	

# Appendix 4 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition III</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Planning Section		<b>4. Division/Group/Staging</b> Operational Planning/Force Readiness			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier		Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks
					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all Hurricane Condition III actions are complete. <input type="checkbox"/> Notify Department Heads to execute the Hurricane Condition III Incident Action Plan. <input type="checkbox"/> Send Safety Marine Information Broadcast to all port stakeholders through CGMS, AWS, and HOMEPORT. <input type="checkbox"/> Review the Continuity of Operations (COOP) Plan. <input type="checkbox"/> Recommend to Sector Commander to activate COOP Plan if Sector impact is anticipated. <input type="checkbox"/> If COOP Plan is activated, notify the appropriate receiving COOP site of impending actions.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition III attainment to the PSC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone	
Cell/Pager/Fax					
List all EOC's					
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>11. Reviewed by</b>	
				<b>Date/Time</b>	
				<b>12. Reviewed by (PSC)</b>	
				<b>Date/Time</b>	

# Appendix 4 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition III (Gale Force Winds in 48 hrs)</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>					
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Marine Inspections Group/ Vessel HARPAT							
<b>5. Operations Personnel</b> Operations Section Chief: MI Team Leader:		Name		Affiliation Contact # (s) Inspections Division					
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions									
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks					
Vessel HARPAT Team 1		Duty MI cell	2		<input type="checkbox"/>				
Vessel HARPAT Team 2		MI cell	2		<input type="checkbox"/>				
<b>7. Work Assignments</b> <p>The primary purpose of the HARPATs is to identify hazardous conditions and notify the responsible party to ensure timely correction prior to the arrival of heavy weather. Vehicles will conduct these patrols and their primary focus will be on the commercial maritime aspects of the zone. Targeted areas will be inspected to ensure that no significant threat of safety and security exists.</p> <p><b>Vessel HARPATs):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Conduct landside vehicle HARPATs throughout the port identifying potential hazardous situations which cannot be mitigated within 48 hours. Identify all laid-up vessels and obtain a report from a qualified 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.</li> <li><input type="checkbox"/> HARPAT teams should remind vessel personnel to review SECNY's Hurricane Plan, located on Homeport (<a href="http://www.homeport.uscg.mil">www.homeport.uscg.mil</a>) and follow recommended action requirements listed in Appendix 1 to Annex C.</li> </ul>									
<b>8. Special Instructions</b> <p>Use Facilities/Marinas/Vessels (FMV) HARPAT Target List to guide HARPATs. 100% of laid up vessels of concern should be covered.</p>									
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Name/Function</td> <td style="width: 33%;">Radio: Freq./System/Channel</td> <td style="width: 17%;">Phone</td> <td style="width: 17%;">Cell/Pager</td> </tr> </table>						Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager						
<b>10. Other Attachments (as needed)</b> <p>TBD</p>									
<b>11. Prepared by</b> _____ <b>Date/Time</b> _____		<b>11. Reviewed by</b> _____ <b>Date/Time</b> _____		<b>12. Reviewed by</b> _____ <b>Date/Time</b> _____					

# Appendix 4 to Annex X- Execution Checklist

<b>MEDICAL PLAN</b>	1. Incident Name	2. Date Prepared	3. Time Prepared	4. Operational Period			
	_____			Hurricane Condition III			
5. Incident Medical Aid Station							
Medical Aid Stations		Location			Paramedics Yes No		
Sick Bay		Sector New York				X	
6. Transportation							
A. Ambulance Services							
Name	Address		Phone	Paramedics Yes No			
Richmond University Medical Center	355 Bard Avenue, Staten Island, NY 10310		Emergency 911	X			
Staten Island University Hospital	475 Seaview Avenue, Staten Island, NY 10305		Emergency 911	X			
New York and New Jersey	All areas utilize 911 for emergencies some services may or may not have paramedics.		Emergency 911	X	X		
B. Incident Ambulances							
Name	Location			Paramedics Yes No			
	N/A						
7. Hospitals							
Name	Address	Travel Time Air / Ground		Phone	Helipad Yes No		Burn Center Yes No
Richmond University Medical Center	355 Bard Avenue, Staten Island, NY 10310		10 min	(718) 818-1234		X	X
Staten Island University Hospital	475 Seaview Avenue, Staten Island, NY 10305		10 min	(718) 351-6827	X		X

## Appendix 4 to Annex X- Execution Checklist

[illegible]



**Incident Action Plan  
For**

***Sector New York***

**Hurricane Condition IV**



Date Plan Prepared: 31 July 2012

Operational Period: Hurricane Condition IV (WHISKEY)

Approved by:

Sector Commander:

Table of Contents:

	Incident Brief (ICS 201)
X	Incident Objectives (ICS 202)
X	Organizational Assignment List (ICS 203)
X	Division Group Assignments (ICS 204)
	Communications Plan (ICS 205)
X	Medical Plan (ICS 206)
	Operational Hazard Worksheet (ICS 215 Safety) –Attach Safe Work Practices
	Radio Requirements Worksheet (ICS 216)

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Hurricane Condition IV- Port Condition Whiskey</b>	Section
		Appendix 3 to Annex X

Appendix 3  
To  
Annex X

Hurricane Condition IV- Port Condition Whiskey

Revised 31 July 12	Authorities			Appendix 3 to Annex X
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

## Appendix 3 to Annex X- Execution Checklist

### HURRICANE CONDITION FOUR

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

## Appendix 3 to Annex X- Execution Checklist

1. Incident Name	2. Operational Period (Date/Time) <b>Hurricane Condition IV</b> From: _____ To: _____	INCIDENT OBJECTIVES ICS 202-CG
<p>3. Objective(s)</p> <p>Conduct below operations IAW USCG Sector New York Hurricane and Severe Weather Plan, LANTAREA Inst 16601.A (Port Operations Severe Weather Policy), CCGD1 OPLAN 9710-06 (D1 Contingency Response Plan) for the prescribed:</p> <p><input type="checkbox"/> Units shall work to attain HURCON IV as directed by CCGDONE in accordance with Sector New York Hurricane and Severe Weather Plan.</p>		
<p>4. Operational Period Command Emphasis (Safety Message, Priorities, Key Decisions/Directions)</p> <ol style="list-style-type: none"> <li>Hurricane Condition IV is described as a “Alert” condition in which gale force winds greater than 34 kts may be expected within 72 hours.</li> <li>From the time this condition is set until the storm has passed, extreme caution should be used in dispatching personnel or equipment.</li> <li>Review CG Actions for conditions Whiskey and X-ray, Sector New York Hurricane and Severe Weather Plan.</li> </ol> <p>* Send SITREPS every 8 hours after Condition IV is set and every 4 hours after Condition III is set.</p> <p>Approved Site Safety Plan Located at: _____</p>		
5. Prepared by: (Planning Section Chief)		Date/Time

# Appendix 3 to Annex X- Execution Checklist

## ICS 203 Organizational Assignment List

Incident Name:		Date Prepared:		Time Prepared:	
Operational Period Date: <b>Hurricane Condition IV</b>		Operational Period Time:			
<b>Incident Commander &amp; Staff</b>		<b>Operations Section</b>			
Position	Name	Position		Name	
Incident Commander(s)	Sector Commander or Deputy Incident command Representative	Chief		Duty Section Dependent	
Deputy	Deputy Sector Commander or ICR	Deputy		Duty Section Dependent	
INTEL Officer	SIO	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
Safety Officer					
Public Information Officer	TBD				
Liaison Officer	TBD				
<b>Emergency Operations Center (EOC) Representative</b>					
Name	EOC and Phone #				
TBD		Branch I Divisions/Groups <b>SAR/LE Branch</b>			
TBD		Branch Director:			
TBD		Deputy:			
TBD		Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
TBD			SAR	Duty Section Dependent	
TBD			LE	Duty Section Dependent	
		Branch II Divisions/Groups <b>Recovery</b>			
		Branch Director:		Duty Section Dependent	
<b>Planning Section</b>		Deputy:			
	Name	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
Chief	Duty Section Dependent		Pollution Response	Duty Section Dependent	
Deputy	Duty Section Dependent		Investigations	Duty Section Dependent	
Resources Unit	Duty Section Dependent				
Situation Unit	Duty Section Dependent	<b>Air Operations</b>			
Port Hurricane Planner	Contingency Planning Staff	Air Support Supervisor			
Documentation Unit	Duty Section Dependent	Helicopter Coordinator			
Security Specialists	Duty Section Dependent	Airborne Dispersants Coordinator			

## Appendix 3 to Annex X- Execution Checklist

<b>Logistics Section</b>		<b>Finance Section</b>	
Position	Name	Position	Name
Chief		Chief	Comptroller
Deputy		Deputy	F&S
Support Branch		Procurement Leader	
Director		Claims/Insurance Unit	
Supply Unit		Cost Unit	
Vessel Support Unit			
Reserve Personnel Unit			
<b>Service Branch</b>			
Communications Unit	OSC		
Medical Unit	HSC		
Food Unit	FSC		
Prepared By:		USCG Sector New York	ICS Position: <b>Contingency Planner</b>
Approved By:		USCG Sector New York	ICS Position: <b>Planning Chief</b>

# Appendix 3 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition IV</b> From:    To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Sector New York Command Center		<b>4. Division/Group/Staging</b>			
<b>5. Operations Personnel</b> Name Incident Command Representative: Division/Group Supervisor:		Affiliation Sector New York Sector New York		Contact # (s)	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<p><b>SCC:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Be familiar with the QRC's and Sector New York Hurricane and Severe Weather Plan for each hurricane condition and retain in the Command Center (SCC).</li> <li><input type="checkbox"/> Notify Sector stations and cutters to execute their hurricane plans to attain appropriate hurricane condition</li> <li><input type="checkbox"/> Commence Safety Marine Information Broadcasts (SMIB) to warn vessels and other members of the maritime community of the impending storm. Disseminate official National Weather Service advisories and warning to maritime community and isolated coastal areas as necessary and practical.</li> <li><input type="checkbox"/> Draft and release SITREP as required by D1, when directed by the Deputy Sector Commander or Incident Commander.</li> <li><input type="checkbox"/> Verify the communications net to be used as appropriate for the time of day. This communications net will be used in the event of partial or total landline failure caused by the storm. CAMSLANT will combine these reports and provide a consolidated report of emergency net establishment to the LANT/D1 Command Center.</li> <li><input type="checkbox"/> Discuss standing up the IMT.</li> <li><input type="checkbox"/> Monitor Rescue 21 regional status site and coordinate as necessary with ESU and General Dynamics (R21 sites operational status and fuel supplies) <a href="http://10.99.248.52/Rescue21/status?region-new_york&amp;id=360714">http://10.99.248.52/Rescue21/status?region-new_york&amp;id=360714</a> Continue to periodically monitor throughout duration of storm and recovery.</li> </ul>					
<b>8. Special Instructions</b>					
<p>a) Report status of completion or actions taken for Hurricane Condition IV attainment to ICR.</p> <p>b) ICR report status of completion or actions taken to the IC.</p> <p>The first SITREP is submitted 8 hours after CONDITION IV is set. Additional SITREPs are submitted as significant changes occur. After the storm has passed, SITREPs will be sent daily until response operations are completed. They are serially numbered with the final so noted. SITREPs will include weather information in order to reduce the number of messages.</p>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<input checked="" type="checkbox"/> Exhibit A&B Remaining in Port Checklist					
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by (PSC)</b>	
Date/Time		Date/Time		Date/Time	

# Appendix 3 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition IV</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Command Staff		<b>4. Division/Group/Staging</b>			
<b>5. Operations Personnel</b> Incident Command Representative:		Name		Affiliation Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Message traffic will be sent by CGDONE directing units to attain Hurricane Condition IV. Upon attainment of Hurricane Condition IV direct the sending of Message traffic by the SDO to CGDONE (o); info copy to LANT/D1 CMDCCEN (ACC). <input type="checkbox"/> Promptly report status of Condition IV attainment to the Sector Commander or ICR and any other updated information. <input type="checkbox"/> Take necessary steps for recall of essential personnel. <input type="checkbox"/> Specify leave and liberty policy.					
<b>8. Special Instructions</b>					
The first SITREP is submitted 8 hours after CONDITION IV is set. Additional SITREPs are submitted as significant changes occur. After the storm has passed, SITREPs will be sent daily until response operations are completed. They are serially numbered with the final so noted. SITREPs will include weather information in order to reduce the number of messages.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>10. Other Attachments (as needed)</b>					
<input checked="" type="checkbox"/> Storm Preparation Checklist for Vessels & Facilities		<input checked="" type="checkbox"/> Appendix 1 Precautionary Measures for Ships			
<input checked="" type="checkbox"/> Appendix 2 Precautionary Measures for Barges		<input checked="" type="checkbox"/> Appendix 3 Remain in Port Checklist			
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by (PSC)</b>	
Date/Time		Date/Time		Date/Time	



## Appendix 3 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition IV (Gale Force Winds in 72 hrs)</b> From:                      To:		<b>Assignment List</b> <b>ICS 204-CG</b>													
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Marine Inspections Group/HARPAT															
<b>5. Operations Personnel</b> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Name</td> <td style="width: 33%;">Affiliation</td> <td style="width: 33%;">Contact # (s)</td> </tr> <tr> <td>Operations Section Chief:</td> <td></td> <td></td> </tr> <tr> <td>MER Team Leader:</td> <td>Incident Management Division</td> <td></td> </tr> <tr> <td>Facilities Team Leader:</td> <td>Shoreside Compliance Branch</td> <td></td> </tr> </table>						Name	Affiliation	Contact # (s)	Operations Section Chief:			MER Team Leader:	Incident Management Division		Facilities Team Leader:	Shoreside Compliance Branch	
Name	Affiliation	Contact # (s)															
Operations Section Chief:																	
MER Team Leader:	Incident Management Division																
Facilities Team Leader:	Shoreside Compliance Branch																
<b>6. Resources Assigned</b> <span style="float: right;">"X" indicates 204a attachment with additional instructions</span>																	
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks													
HARPAT Team 1			2		<input type="checkbox"/>												
HARPAT Team 2			2		<input type="checkbox"/>												
HARPAT Team 3			2		<input type="checkbox"/>												
HARPAT Team 4			2		<input type="checkbox"/>												
Station Small Boats		CG-111	4		<input type="checkbox"/>												
Station Small Boats		CG-111	4		<input type="checkbox"/>												
<b>7. Work Assignments</b> <p>The primary purpose of the HARPATs is to identify hazardous conditions and notify the responsible party to ensure timely correction prior to the arrival of heavy weather. Vehicles will conduct these patrols and their primary focus will be on the commercial maritime aspects of the zone. Small boats may be used as needed to speed up coverage of targeted facilities/marinas. These targeted areas will be inspected to ensure that no significant threat of safety and security exists.</p> <p><b>Landside HARPAT (IMD &amp; SSO Divisions):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Continue to conduct landside vehicle HARPATs throughout the port identifying potential hazardous situations such as unsheltered storage, missile hazards, unsecured storage tanks and other items or situations which cannot be mitigated within 72 hours.</li> <li><input type="checkbox"/> HARPAT teams should remind facility personnel to review COTP New York Hurricane and Severe Weather Plan, located on Homeport (<a href="http://www.homeport.uscg.mil">www.homeport.uscg.mil</a>) and verify with pollution contractors to follow recommended action requirements listed in Appendix 1 to Annex C.</li> <li><input type="checkbox"/> Review and plan for actionable items listed in requirements for Port Conditions WHISKEY and ensure items completed for current Port Condition.</li> <li><input type="checkbox"/> Identify all laid-up vessels and obtain the number, size, arrangement and condition of all mooring lines, cleats, bits etc. are capable of holding the vessel safe and secure.</li> </ul>																	
<b>8. Special Instructions</b> <p>Use Facilities/Marinas/Vessels (FMV) HARPAT Target List to guide HARPATs. 100% of critical facilities and marinas should be covered.</p> <p>Retrieve Blue Force tracking devices from Command Center</p>																	

## Appendix 3 to Annex X- Execution Checklist

<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone	
IMD/Pollution Response Cell				Cell/Pager	
IMD/Pollution Response Cell					
Facilities Inspector Cell					
<b>10. Other Attachments (as needed)</b>					
TBD					
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>11. Reviewed by</b>	
				<b>Date/Time</b>	
				<b>12. Reviewed by</b>	
				<b>Date/Time</b>	

# Appendix 3 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition IV (Gale Force Winds in 72 hrs)</b> From:    To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Command & General Staff		<b>4. Division/Group/Staging</b> IMT			
<b>5. Operations Personnel</b>		Name		Affiliation	
ICR:					
OSC: :					
PSC:					
<b>6. Resources Assigned</b> instructions		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier		Leader		Contact Info. #	# of Persons
Add as needed					Reporting Info/Notes/Remarks
					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<p><input type="checkbox"/> <b>ICR:</b> Dispatch CG Liaison at Office of Emergency Management (OEM) and Federal Emergency Management Agency (FEMA) to continue to maintain contact with the Sector. Update/Modify objectives listed on HURCON IV ICS-202 and task Command &amp; General Staff with their execution.</p> <p><input type="checkbox"/> <b>OSC/IC:</b> Execute Operational Objectives listed on the HURCON IV ICS-202. Consider requirements for Assessment and Recovery Phase. (including daily overflight requests for trained aerial observers for pollution and ATON; determine status of heavy lift ATON cutters and discuss need &amp; RFF/ICS-213RR process with WWM; determine with ENF, the number of surface assets needed for post storm assessment and response) Send Message traffic to CGDONE; info copy to LANT/D1 CMDCCEN advising when Hurricane Condition IV is attained for all units under Sector New York.</p> <p><input type="checkbox"/> <b>PSC:</b> Execute Management/Planning Objectives listed on the HURCON IV ICS-202. Review information and establish Info Management Tiger Team to track &amp; analyze reports that Port Partners will submit when Port Condition changes occur (See Annex C to the Sector New York Hurricane and Severe Weather Plan that lists 'Action Requirements for Commercial Vessels, Pilots and Tug Companies', 'Action Requirements for Facility Owners and Operators', &amp; 'Exhibits A-D'). Keep OSC advised on any action items that result from analysis of Port Partner Reports. Establish process to track post storm damage assessment reports (utilize MTSRU/WWM personnel). Establish ICS Planning P Meeting Schedule, Battle Rhythm of external meetings (Port Partner meetings, D1 Conference Calls, NOAA Weather briefs), and operational period. Facilitate all ICS meetings. Coordinate 24-hour IMT staffing (if needed) and/or transition to a new IMT with RESL. Ensure the objectives listed on the HURCON IV ICS-202 are divided up and completed by the responsible department(s)/divisions(s).</p> <p><input type="checkbox"/> <b>SITL:</b> Create a plot of developing storm and keep abreast of the latest weather advisories in the SCC. Post/update Situation Board. Send Hurricane Condition IV Attainment Message to CGDONE; info copy to LANT/D1 CMDCCEN when Hurricane Condition IV is attained for all Sector New York personnel and subunits. Prepare SITREPs for review &amp; approval by IC/OSC and send IAW with established submission schedule/battle rhythm. Advise Incident Commander, Deputy Sector Commander and Senior Watch Coordinator when Hurricane Conditions have been attained by all staffs/units and any other changes or updates. See SITREP Guidance in block 8 below.</p> <p><input type="checkbox"/> <b>RESL:</b> Create a resource tracking mechanism to maintain awareness of location and status of all SECNY Sub-Units. Collect divisional/department accountability reports and coordinate display of that info with SITL.</p> <p><input type="checkbox"/> <b>DOCL:</b> Keep MISLE case updated on response actions.</p> <p><input type="checkbox"/> <b>WWM Rep:</b> Carry out WWM objectives listed on the HURCON IV ICS-202. Coordinate with PSC to establish Info Management Tiger Team to track &amp; analyze reports that Port Partners will submit when Port Condition changes occur IAW Appendix 1 to Annex C to the COTP NY Hurricane and Severe Weather Plan.</p> <p><input type="checkbox"/> <b>LSC:</b> Carry out Logistical objectives listed on the HURCON IV ICS-202.</p> <p>All other members of the IMT conduct duties IAW CMD &amp; General Staff/Job Aids/IMH direction</p>					

## Appendix 3 to Annex X- Execution Checklist

<b>8. Special Instructions</b> The first SITREP is submitted 8 hours after CONDITION IV is set. Additional SITREPs are submitted as significant changes occur. After the storm has passed, SITREPs will be sent daily until response operations are completed. They are serially numbered with the final so noted. SITREPs will include weather information in order to reduce the number of messages.			
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>			
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager
<b>10. Other Attachments (as needed)</b> TBD			
<b>11. Prepared by</b>	<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>
		<b>12. Reviewed by</b>	<b>Date/Time</b>

# Appendix 3 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition IV</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Logistics Section		<b>4. Division/Group/Staging</b> Admin / Galley / Supply			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all Hurricane Condition IV actions are complete. <input type="checkbox"/> Check on availability of hotels and UPH berthing rooms for watch standers and TAD personnel. <input type="checkbox"/> Ensure adequate drinking water and rations are available. Identify source of dry ice should it be needed to save frozen and chilled food. Supplies should be able to last for 2 days without electricity. <input type="checkbox"/> Move all unit records to a safe location (2nd deck) or prepare them to withstand potential flooding. <input type="checkbox"/> Store Medical / Financial records in waterproof storage locker for move to a safe location on the 2nd Deck.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition IV attainment to LSC. b) LSC report status of completion or actions taken to the PSC and the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>11. Prepared by</b>	<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>	<b>12. Reviewed by (PSC)</b>	<b>Date/Time</b>

# Appendix 3 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition IV</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Logistics Section		<b>4. Division/Group/Staging</b> Engineering			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York:	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all Hurricane Condition IV actions are completed. <input type="checkbox"/> Begin securing buildings and grounds by closing and locking all windows and doors, bringing loose gear indoors, and removing all loose debris. <input type="checkbox"/> Begin reviewing Hurricane Condition III, II, and I requirements and have fuel deliveries coordinated and scheduled as needed. Make preparations for coordination with National Park Service and other agencies for potential assistance as required.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition IV attainment to LSC. b) LSC head report status of completion or actions taken to the PSC and the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>10. Other Attachments (as needed)</b>					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>11. Reviewed by</b>	
				<b>Date/Time</b>	
				<b>12. Reviewed by (PSC)</b>	
				<b>Date/Time</b>	

# Appendix 3 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition IV</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Enforcement Branch			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all Hurricane Condition IV actions are complete. <input type="checkbox"/> Account for all department personnel and evacuate all hands, if evacuation order is given. <input type="checkbox"/> Coordinate with Prevention Department Head to consider requirements for Assessment and Recovery Phase.  <b>Enforcement Division Supervisor:</b> <input type="checkbox"/> Confirm cutters have attained Hurricane Condition IV. <input type="checkbox"/> Ensure all CG Action Items are complete. <input type="checkbox"/> Identify command's initial reserve support requirements for the Assessment & Recovery Phase, and anticipated long-term requirements. Provide Logistics with reserve support requirements. <input type="checkbox"/> Brief Incident Commander regarding relocation of waterborne (boats and cutters) resources. The decision to proceed to sea should be made not later than HURCON II. <input type="checkbox"/> Provide vessels for HARPAT.  <b>Incident Management Division Supervisor:</b> <input type="checkbox"/> If it has not been stood up already, determine if a 24/7 Incident Management watch in the Command Center is needed.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition IV attainment to the OSC. b) OSC report status of completion or actions taken to the PSC and IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<input checked="" type="checkbox"/> Exhibit A & B Remaining in Port Checklist					
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by (PSC)</b>	
Date/Time		Date/Time		Date/Time	

# Appendix 3 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition IV</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Prevention			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all Hurricane Condition IV action items are complete.					
<input type="checkbox"/> Review CG Action Requirements for Conditions WHISKEY and X-RAY, COTP New York Hurricane and Severe Weather Plan.					
<input type="checkbox"/> Account for all department personnel and evacuate all hands, if evacuation order is given. Review Departmental recall information, Leave and TAD (with unaccompanied dependants in the area).					
<input type="checkbox"/> Coordinate with Response Department Head to consider requirements for Assessment and Recovery Phase.					
<input type="checkbox"/> Identify teams/vehicles for HARPAT. Conduct assessment of vessels laid up, in shipyards and/or in a "not ready for sea" status (ie. Undergoing Drydocking, engine overhauls etc.)					
<b>8. Special Instructions</b>					
a) OSC report status of completion or actions taken to the PSC and the IC					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<input checked="" type="checkbox"/> Exhibit A & B Remaining in Port Checklist					
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>11. Reviewed by</b>		<b>Date/Time</b>
			<b>12. Reviewed by (PSC)</b>		<b>Date/Time</b>



## Appendix 3 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition IV (Gale Force Winds in 72 hrs)</b> From:                      To:		<b>Assignment List</b> <b>ICS 204-CG</b>																
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Response																		
<b>5. Operations Personnel</b> <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Name</td> <td style="width: 30%;">Affiliation</td> <td style="width: 40%;">Contact # (s)</td> </tr> <tr> <td>Operations Section Chief</td> <td></td> <td></td> </tr> <tr> <td>Enforcement:</td> <td></td> <td></td> </tr> <tr> <td>Incident Management:</td> <td></td> <td></td> </tr> <tr> <td>Division/Group Supervisor:</td> <td></td> <td></td> </tr> </table>						Name	Affiliation	Contact # (s)	Operations Section Chief			Enforcement:			Incident Management:			Division/Group Supervisor:		
Name	Affiliation	Contact # (s)																		
Operations Section Chief																				
Enforcement:																				
Incident Management:																				
Division/Group Supervisor:																				
<b>6. Resources Assigned</b> <span style="float: right;">“X” indicates 204a attachment with additional instructions</span>																				
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks																
Add as needed																				
<b>7. Work Assignments</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Ensure all Hurricane Condition IV and Seasonal Alert actions are complete.</li> <li><input type="checkbox"/> Account for all department personnel and evacuate all hands, if evacuation order is given.</li> <li><input type="checkbox"/> Coordinate with Operations Section Chief and/or Incident Commander on requirements for Assessment and Recovery Phase.</li> </ul> <p><b>Enforcement Division Supervisor:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Confirm Cutters &amp; Stations have attained Hurricane Condition IV.</li> <li><input type="checkbox"/> Ensure all CG Action Items listed in Annex C of Sector New York Hurricane and Severe Weather Plan are complete.</li> <li><input type="checkbox"/> Identify command's initial support requirements for the Assessment &amp; Recovery Phase, and anticipated long-term requirements. Provide Logistics with support requirements.</li> <li><input type="checkbox"/> Evaluate relocation options of waterborne (boats and cutters) resources.</li> <li><input type="checkbox"/> Provide vessels for HARPAT.</li> </ul> <p><b>Incident Management Division Supervisor:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> If it has not been stood up already, determine if a 24/7 Incident Management watch in the Command Center is needed.</li> <li><input type="checkbox"/> Ensure all CG Action Items listed in Annex C of Sector New York Hurricane and Severe Weather Plan are complete.</li> <li><input type="checkbox"/> Establish joint Facilities Compliance and IMD HARPAT Teams to canvas facilities, marinas, vessels, and other areas of concern prior to Hurricane/TS landfall.</li> <li><input type="checkbox"/> Coordinate with Inspections Division to ensure Vessel HARPAT Team established to identify all laid-up vessels and obtain the number, size, arrangement and condition of all mooring lines. Verify that they are capable of holding the vessel safe and secure.</li> <li><input type="checkbox"/> Review prioritized list of facilities, vessels, marinas, and areas of concern to be targeted by HARPAT teams. Discuss with Facilities Branch and Inspections Division.</li> <li><input type="checkbox"/> Execute HARPAT Condition IV checklist.</li> <li><input type="checkbox"/> Ensure Recommended Action Requirements for Pollution Contractors listed in Annex C of Sector New York Hurricane and Severe Weather Plan are conducted for the current Port Condition</li> </ul>																				
<b>8. Special Instructions</b> <ul style="list-style-type: none"> <li>a) Report status of completion or actions taken for Hurricane Condition IV attainment to OSC.</li> <li>b) OSC report status of completion or actions taken to PSC and IC.</li> </ul>																				

## Appendix 3 to Annex X- Execution Checklist

<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>			
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager
<b>10. Other Attachments (as needed)</b>			
<b>11. Prepared by      Date/Time</b>		<b>11. Reviewed by      Date/Time</b>	<b>12. Reviewed by (PSC)      Date/Time</b>

## Appendix 3 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition IV</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Waterways Management Group			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Confirm Aids to Navigation Teams have attained Hurricane Condition IV.					
<input type="checkbox"/> Review Port Condition WHISKEY and XRAY requirements. (See COTP New York Hurricane and Severe Weather Plan) Prepare Safety Broadcast and Advisory when COTP sets Port Condition WHISKEY.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition IV attainment to OSC. b) OSC report attainment to PSC and the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<input checked="" type="checkbox"/> Exhibit A & B Remaining in Port Checklist					
<b>11. Prepared by</b>	<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>	<b>12. Reviewed by (PSC)</b>	<b>Date/Time</b>

## Appendix 3 to Annex X- Execution Checklist

# Appendix 3 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition IV</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Planning Section		<b>4. Division/Group/Staging</b> Operational Planning/Force Readiness			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all Hurricane Condition IV actions are complete.					
<input type="checkbox"/> Notify Department Heads to execute the Hurricane Condition IV Incident Action Plan.					
<input type="checkbox"/> Send Marine Safety Information Broadcast (MSIB) notifying vessels/barges (greater than 500GT) to submit requests to enter, transit or remain within the port (Exhibit F, COTP New York Hurricane and Severe Weather Plan)					
<input type="checkbox"/> Review Sector New York Continuity of Operations Plan.					
<input type="checkbox"/> Create incident specific folders on shared drive (SITL)					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition IV attainment to the PSC and the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager/Fax		
<b>10. Other Attachments (as needed)</b>					
<input checked="" type="checkbox"/> Storm Preparation Checklist for Vessels & Facilities		<input checked="" type="checkbox"/> Appendix 1 Precautionary Measures for Ships			
<input checked="" type="checkbox"/> Appendix 2 Precautionary Measures for Barges		<input checked="" type="checkbox"/> Appendix 3 Remain in Port Checklist			
<b>11. Prepared by</b>	<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>	<b>12. Reviewed by (PSC)</b>	<b>Date/Time</b>

# Appendix 3 to Annex X- Execution Checklist

<b>MEDICAL PLAN</b>	1. Incident Name	2. Date Prepared	3. Time Prepared	4. Operational Period				
	_____			Hurricane Condition IV				
5. Incident Medical Aid Station								
Medical Aid Stations		Location			Paramedics Yes No			
Sick Bay		Coast Guard Sector New York				X		
6. Transportation								
A. Ambulance Services								
Name	Address		Phone		Paramedics Yes No			
Richmond University Medical Center	355 Bard Avenue, Staten Island, NY 10310		Emergency 911		X			
Staten Island University Hospital	475 Seaview Avenue, Staten Island, NY 10305		Emergency 911		X			
New York and New Jersey	All areas utilize 911 for emergencies some services may or may not have paramedics.		Emergency 911		X	X		
B. Incident Ambulances								
Name	Location			Paramedics Yes No				
	N/A							
7. Hospitals								
Name	Address	Travel Time Air / Ground		Phone	Helipad Yes No		Burn Center Yes No	
Richmond University Medical Center	355 Bard Avenue, Staten Island, NY 10310		10 min	(718) 818-1234		X		X
Staten Island University Hospital	475 Seaview Avenue, Staten Island, NY 10305		10 min	(718) 351-6827	X		X	

## Appendix 3 to Annex X- Execution Checklist

7. Hospitals Cont.								
Name	Address	Travel Time Air / Ground		Phone	Helipad Yes No		Burn Center Yes No	

8. Medical Emergency Procedures

Document all incident related injuries/illnesses

Communicate any and all loss or degradation of medical services/resources to the duty HS (X4816)

Notify the Duty HS of all incident related injuries/illnesses that required medical attention via Nextel (609) 780-5478.

\* **For Dive accidents:** contact 911. Member will be transferred via FDNY or EMS to Staten Island University Hospital. Only Hospital with a **Hyper baric Chamber** in the local area.

Prepared by (Medical Unit Leader)	10. Reviewed by (Safety Officer)
-----------------------------------	----------------------------------

**Incident Action Plan  
For**

***Sector New York***

**Hurricane Condition II**



Date Plan Prepared: 31 July 2012

Operational Period: Hurricane Condition II

Approved by:

Sector Commander:

Table of Contents:

	Incident Brief (ICS 201)
X	Incident Objectives (ICS 202)
X	Organizational Assignment List (ICS 203)
X	Division Group Assignments (ICS 204)
	Communications Plan (ICS 205)
X	Medical Plan (ICS 206)
	Operational Hazard Worksheet (ICS 215 Safety) –Attach Safe Work Practices
	Radio Requirements Worksheet (ICS 216)



USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Hurricane Condition II Port Condition Yankee</b>	Section
		Appendix 5 to Annex X

# Appendix 5 To Annex X

## Hurricane Condition II- Port Condition Yankee

Revised 31 July 12	Authorities			Appendix 5 to Annex X
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

## HURCON II CHECKLIST

### Hurricane Condition Two

DATE/ INITIALS	TASK	KEY POSITION, DEPARTMENT, OR STAFF
	Review Hurricane Condition I checklist.	IC/Section Chiefs
	Ensure checklists on applicable Hurricane Condition II IAP 204s have been completed	IC/Section Chiefs
	Prepare to execute COOP.	IC/Section Chiefs
	Report attainment of Condition II to CCGDONE BOSTON MA//CC// via SITREP. Commence eight-hour SITREP reporting schedule unless otherwise directed by CCGDONE (cc).	IC/SCC
	Ensure all sub-units have reviewed the current Condition.	PSC/OSC
	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.	OSC/SCC
	Deploy Sector LNOs to local EOCs.	PSC
	Complete Harbor Checks.	OSC
	Complete review of Requests to Remain in Port and Hurricane Mooring Plans.	PREV

## Appendix 5 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____	<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition II</b> From: _____ To: _____	<b>INCIDENT OBJECTIVES</b> <b>ICS 202-CG</b>
<b>3. Objective(s)</b>  Conduct below operations IAW USCG Sector New York Hurricane and Severe Weather Plan, LANTAREA Inst 16601.A (Port Operations Severe Weather Policy), CCGD1 OPLAN 9710-06 (D1 Contingency Response Plan) for the prescribed:  <input type="checkbox"/> Units shall work to attain HURCON IV as directed by CCGDONE in accordance with Sector New York Hurricane and Severe Weather plan.		
<b>4. Operational Period Command Emphasis (Safety Message, Priorities, Key Decisions/Directions)</b>  1. Hurricane Condition II is described as a “Warning” condition in which gale force winds greater than 34 kts may be expected within 24 hours. 2. Department heads should review requirements for Hurricane Condition II.  <b>Approved Site Safety Plan Located at:</b>		
<b>5. Prepared by: (Planning Section Chief)</b>		<b>Date/Time</b>

# Appendix 5 to Annex X- Execution Checklist

## ICS 203 Organizational Assignment List

Incident Name:		Date Prepared:		Time Prepared:	
Operational Period Date: <b>Hurricane Condition II</b>		Operational Period Time:			
<b>Incident Commander &amp; Staff</b>		<b>Operations Section</b>			
Position	Name	Position		Name	
Incident Commander(s)	Sector Commander, Deputy Sector Commander, or IC	Chief		Duty Section Dependent	
Deputy	Deputy Sector Commander or IC	Deputy		Duty Section Dependent	
INTEL Officer	SIO	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
Safety Officer					
Public Information Officer	TBD				
Liaison Officer	TBD				
<b>Emergency Operations Center (EOC) Representative</b>					
Name	EOC and Phone #				
TBD		Branch I Divisions/Groups <b>SAR/LE Branch</b>			
TBD		Branch Director:			
TBD		Deputy:			
TBD		Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
TBD			SAR	Duty Section Dependent	
TBD			LE	Duty Section Dependent	
		Branch II Divisions/Groups <b>Recovery</b>			
		Branch Director:			
<b>Planning Section</b>		Deputy:			
	Name	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
Chief	Duty Section Dependent		Pollution Response	Duty Section Dependent	
Deputy	Duty Section Dependent		Investigations	Duty Section Dependent	
Resources Unit	Duty Section Dependent				
Situation Unit	Duty Section Dependent	<b>Air Operations</b>			
Port Hurricane Planner	Contingency Planning Staff	Air Support Supervisor			
Documentation Unit	Duty Section Dependent	Helicopter Coordinator			
Security Specialists	Duty Section Dependent	Airborne Dispersants Coordinator			

## Appendix 5 to Annex X- Execution Checklist

<b>Logistics Section</b>		<b>Finance Section</b>	
Position	Name	Position	Name
Chief		Chief	Comptroller
Deputy		Deputy	F&S
Support Branch		Procurement Leader	
Director		Claims/Insurance Unit	
Supply Unit		Cost Unit	
Vessel Support Unit			
Reserve Personnel Unit			
<b>Service Branch</b>			
Communications Unit	OSC		
Medical Unit	HSC		
Food Unit	FSC		
Prepared By:	USCG Sector New York		ICS Position: <b>Contingency Planner</b>
Approved By:	USCG Sector New York		ICS Position: <b>Planning Chief</b>

# Appendix 5 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition II</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Sector Command Center		<b>4. Division/Group/Staging</b>			
<b>5. Operations Personnel</b> Deputy Sector Commander: _____ Division/Group Supervisor: _____					
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
					<input type="checkbox"/>
<b>7. Work Assignments</b>  <div> <input type="checkbox"/> Send Message traffic to CGDONE; info copy to LANT/D1 CMDCCEN advising when Hurricane Condition II is attained for all units under Sector New York.         </div> <div> <input type="checkbox"/> Continue/update Safety Marine Information Broadcast         </div>					
<b>8. Special Instructions</b>  <div> a) Report status of completion or actions taken for Hurricane Condition II attainment to ICR.         </div> <div> b) ICR report status of completion or actions taken to the IC.         </div>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b> <div> Name/Function _____ Radio: Freq./System/Channel _____ Phone _____ Cell/Pager _____         </div>					
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b> _____		<b>11. Reviewed by</b> _____		<b>12. Reviewed by (PSC)</b> _____	
Date/Time _____		Date/Time _____		Date/Time _____	

# Appendix 5 to Annex X- Execution Checklist

1. Incident Name _____		2. Operational Period (Date/Time) <b>Hurricane Condition II</b> From: _____ To: _____		Assignment List ICS 204-CG	
3. Branch Command Staff		4. Division/Group/Staging			
5. Operations Personnel Incident Command Representative		Name Sector New York		Affiliation Contact # (s)	
6. Resources Assigned "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
7. Work Assignments					
<input type="checkbox"/> Operations permitting, allow special liberty for unit personnel to prepare their homes for impact of the hurricane.					
<input type="checkbox"/> Message traffic will be sent by CGDONE directing units to attain Hurricane Condition II. Upon attainment of Hurricane Condition II direct the sending of Message traffic by the CDO to CGDONE; info copy to LANT/D1 CMDCCEN.					
<input type="checkbox"/> Promptly report status of Condition II attainment to the Sector Commander and any other updated information.					
8. Special Instructions					
9. Communications (radio and/or phone contact numbers needed for this assignment)					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
10. Other Attachments (as needed)					
11. Prepared by		Date/Time	11. Reviewed by		Date/Time
			12. Reviewed by (PSC)		Date/Time

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition II</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>																																				
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Marine Inspection Group/HARPAT																																						
<b>5. Operations Personnel</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;"></td> <td style="width: 30%; text-align: center;">Name</td> <td style="width: 30%; text-align: center;">Affiliation</td> <td style="width: 10%; text-align: center;">Contact # (s)</td> </tr> <tr> <td colspan="4">Department Head:</td> </tr> <tr> <td colspan="4">Asst. Department Head:</td> </tr> <tr> <td colspan="4">Division/Group Supervisor:</td> </tr> <tr> <td colspan="4">Division/Group Supervisor:</td> </tr> </table>							Name	Affiliation	Contact # (s)	Department Head:				Asst. Department Head:				Division/Group Supervisor:				Division/Group Supervisor:																		
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Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks																																				
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HARPAT Team 3			2																																					
HARPAT Team 4			2																																					
Station Small Boats			4																																					
Station Small Boats			4																																					
<b>7. Work Assignments</b>  <p>The primary purpose of the HARPATs is to identify hazardous conditions and notify the responsible party to ensure timely correction prior to the arrival of heavy weather. Vehicles will conduct these patrols and their primary focus will be on the commercial maritime aspects of the zone. Small boats may be used as needed to speed up coverage of targeted facilities/marinas. These targeted areas will be inspected to ensure that no significant threat of safety and security exists.</p> <p><b>Landside HARPAT (IMD &amp; SSO Divisions):</b></p> <p><input type="checkbox"/> Continue to conduct landside vehicle HARPATs throughout the port identifying potential hazardous situations such as unsheltered storage, missile hazards, unsecured storage tanks and other items or situations which cannot be mitigated within 24 hours.</p> <p><input type="checkbox"/> HARPAT teams should remind facility personnel to review SECNY's Hurricane Plan, located on Homeport (<a href="http://www.homeport.uscg.mil">www.homeport.uscg.mil</a>) and verify with pollution contractors to follow recommended action requirements listed in the Maritime Heavy Weather &amp; Hurricane Plan (see Port Hurricane Plan Annex C).</p> <p><input type="checkbox"/> Identify all laid-up vessels and obtain the number, size, arrangement and condition of all mooring lines are capable of holding the vessel safe and secure.</p> <p><input type="checkbox"/> Inspect and verify compliance with Storm Preparation Checklist for all facilities and take appropriate action to minimize storm damage.</p>																																								
<b>8. Special Instructions</b>																																								
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Name/Function</td> <td style="width: 30%;">Radio: Freq./System/Channel</td> <td style="width: 20%;">Phone</td> <td style="width: 20%;">Cell/Pager</td> </tr> </table>						Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager																															
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<b>10. Other Attachments (as needed)</b>																																								
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by (PSC)</b>																																				
<b>Date/Time</b>		<b>Date/Time</b>		<b>Date/Time</b>																																				



## Appendix 5 to Annex X- Execution Checklist

1. Incident Name _____		2. Operational Period (Date/Time) <b>Hurricane Condition II</b> (Gale Force Winds in 12 hrs) From: _____ To: _____		Assignment List ICS 204-CG	
3. Branch Command & General Staff		4. Division/Group/Staging IMT			
5. Operations Personnel		Name		Affiliation	
ICR:				Sector New York	
OSC:				Sector New York	
PSC:				Sector New York	
Contact # (s)					
6. Resources Assigned "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
Add as needed					
7. Work Assignments					
<p><input type="checkbox"/> <b>ICR:</b> Maintain contact with CG Liaison at Office of Emergency Management (OEM) and update IMT with any additions/modifications to tasking based on LNO input. Update/Modify objectives listed on HURCON I ICS-202 and task Command &amp; General Staff with their execution.</p> <p><input type="checkbox"/> <b>OSC/IC:</b> Execute Operational Objectives listed on the HURCON I ICS-202. Finalize IAP for Assessment and Recovery Phase. (including daily over flight requests for trained aerial observers for pollution and ATON; determine status of heavy lift ATON cutters and discuss need &amp; RFF/ICS-213RR process with WWM; determine with ENF, the number of surface assets needed for post storm assessment and response). Finalize Organizational Chart and draft 204s to manage Post Storm Activities outlined in Appendix 2 to Annex C to Sector New York Hurricane and Severe Weather Plan and submit RFFs/ICS-213RR accordingly. Ensure Waterside &amp; Shoreside Pollution, Vessel, and Facility Response Teams are verified, understand responsibilities when storm passes, and are pre-staged in different parts of the AOR as necessary.</p> <p><input type="checkbox"/> <b>PSC:</b> Execute Management/Planning Objectives listed on the HURCON I ICS-202. Finalize IAP for Assessment and Recovery Phase. Keep OSC advised on any action items that result from Info Management Tiger Team analysis of Port Partner Reports IAW Annex C to the Sector New York Hurricane and Severe Weather Plan (Action Requirements for Commercial Vessels, Pilots and Tug Companies', 'Action Requirements for Facility Owners and Operators', &amp; 'Exhibits A-D'). Verify/update process to track post storm damage assessment reports (utilize MTSRU/WWM personnel). Follow ICS Planning P Meeting Schedule, Battle Rhythm of external meetings (Port Partner meetings, D1 Conference Calls, NOAA Weather briefs), and operational period. Facilitate all ICS meetings. Coordinate 24-hour IMT staffing (if needed) and/or transition to a new IMT with RESL. Ensure the objectives listed on the HURCON I ICS-202 are divided up and completed by the responsible department(s)/divisions(s).</p> <p><input type="checkbox"/> <b>SITL:</b> Update plot of developing storm and keep abreast of the latest weather advisories in the SCC. Post/update Situation Board. Send Hurricane Condition III Attainment Message to CGDONE; info copy to LANT/D1 CMDCN when Hurricane Condition III is attained for all Sector New York personnel and subunits. Prepare SITREPs for review &amp; approval by IC/OSC and send IAW with established submission schedule/battle rhythm. Advise Incident Commander, Deputy Sector Commander and Senior Watch Coordinator when Hurricane Conditions have been attained by all staffs/units and any other changes or updates.</p> <p><input type="checkbox"/> <b>RESL:</b> Update a resource tracking mechanism to maintain awareness of location and status of all SECNY Sub-Units. Collect divisional/departments accountability reports and coordinate display of that info with SITL.</p> <p><input type="checkbox"/> <b>DOCL:</b> Keep MISLE case updated on response actions.</p> <p><input type="checkbox"/> <b>LSC:</b> Carry out Logistical objectives listed on the HURCON I ICS-202.</p> <p><input type="checkbox"/> <b>WWM Rep:</b> Carry out WWM objectives listed on the HURCON I ICS-202. Coordinate with PSC and Info Management Tiger Team to track &amp; analyze reports that Port Partners will submit when Port Condition changes occur IAW Annex C to the Sector New York Hurricane and Severe Weather Plan.</p> <p>All other members of the IMT conduct duties IAW CMD &amp; General Staff/Job Aids/IMH direction</p>					

## Appendix 5 to Annex X- Execution Checklist

<b>8. Special Instructions</b> Determine need for additional personnel.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone	
TBD		TBD		TBD	
<b>10. Other Attachments (as needed)</b>					
TBD					
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by</b>	
<b>Date/Time</b>		<b>Date/Time</b>		<b>Date/Time</b>	

## Appendix 5 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition II</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>																
<b>3. Branch</b> Logistics Section		<b>4. Division/Group/Staging</b> Admin / Galley / Supply																		
<b>5. Operations Personnel</b> <table border="1"> <thead> <tr> <th>Name</th> <th>Affiliation</th> <th>Contact # (s)</th> </tr> </thead> <tbody> <tr> <td>Department Head:</td> <td></td> <td></td> </tr> <tr> <td>Asst. Department Head:</td> <td></td> <td></td> </tr> <tr> <td>Division/Group Supervisor:</td> <td></td> <td></td> </tr> <tr> <td>Division/Group Supervisor:</td> <td></td> <td></td> </tr> </tbody> </table>						Name	Affiliation	Contact # (s)	Department Head:			Asst. Department Head:			Division/Group Supervisor:			Division/Group Supervisor:		
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Department Head:																				
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Division/Group Supervisor:																				
Division/Group Supervisor:																				
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions																				
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks																
<b>7. Work Assignments</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Ensure all Hurricane Condition II CG Action Items are complete.</li> <li><input type="checkbox"/> Continue preparations for the use of the multi-purpose room as additional berthing for TAD personnel.</li> <li><input type="checkbox"/> Receive an update on all gear being tied down.</li> <li><input type="checkbox"/> Ensure emergency provisions are maintained at maximum level. Commissary should be able to provision two 45' FRBs for 10 days of operation.</li> <li><input type="checkbox"/> Purchase any last minutes supplies.</li> <li><input type="checkbox"/> Ensure plan for safe drinking water is available.</li> <li><input type="checkbox"/> Respond to requests for assistance to dependents, including location of shelters. Have crew provide primary and secondary address and phone number where crewmember's spouse or family will be staying. Update Personnel Resource System (Direct Access). Advise all residents in government leased housing of their relocation entitlements.</li> <li><input type="checkbox"/> Establish a dedicated emergency line at the Sector for dependents (Snow Closure Line)</li> <li><input type="checkbox"/> Identified essential personnel for initial response in the Assessment and Recovery Phase (Fill in ICS Organizational structure for Logistics &amp; Finance/Admin Sections). Brief command on whether essential personnel will remain on board during Hurricane Condition II or report immediately to the Sector after the storm has passed.</li> <li><input type="checkbox"/> Move all unit records to a safe location (2nd deck) or prepare them to withstand potential flooding.</li> <li><input type="checkbox"/> Store Medical / Financial records in waterproof storage locker or move to a safe location on the 2nd Deck.</li> </ul>																				
<b>8. Special Instructions</b> <ul style="list-style-type: none"> <li>a) Report status of completion or actions taken for Hurricane Condition II attainment to LSC.</li> <li>b) LSC report status of completion or actions taken to the PSC and the IC.</li> </ul>																				

## Appendix 5 to Annex X- Execution Checklist

<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone	
Cell/Pager					
<b>Emergency Communications</b>					
Medical _____		Evacuation _____		Other _____	
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>11. Reviewed by</b>	
				<b>Date/Time</b>	
				<b>12. Reviewed by (PSC)</b>	
				<b>Date/Time</b>	

# Appendix 5 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition II</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Logistics Section		<b>4. Division/Group/Staging</b> Engineering			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all Hurricane Condition II actions are completed. <input type="checkbox"/> Verify fuel tanks at least 70%, due to the minimum order quantity of 400 gals, vessels & vehicles at maximum capacity. <input type="checkbox"/> Conduct another walk through of unit and secure any remaining loose gear. <input type="checkbox"/> Receive an update from tenant commands on all gear being tied down. <input type="checkbox"/> Coordinate with ANT NY and with the securing of buoys and other such equipment on unit grounds. <input type="checkbox"/> Determine if the identified essential personnel to maintain continual operations during the hurricane season and for initial response in the Assessment and Recovery Phase should remain on board during Hurricane Condition II or report immediately to the Sector after the storm has passed. <input type="checkbox"/> Stage appropriately sized generator by housing sewage lift station and prepare cables for final connection. <input type="checkbox"/> Prepare Bobcat equipment with plows and stage at Bldg 311, Rosebank Bldg 11, and Bldg 510 Warehouse (Sandy Hook) for potential post storm cleanup. <input type="checkbox"/> Coordinate through National Park Service to have gas turned off to non-essential buildings and structures. <input type="checkbox"/> Stage boards and other materials needed to secure critical operational buildings as needed.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition II attainment to LSC. b) LSC report status of completion or actions taken to the PSC and the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>11. Reviewed by</b>	
				<b>Date/Time</b>	
<b>12. Reviewed by (PSC)</b>				<b>Date/Time</b>	

## Appendix 5 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition II</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Prevention			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Coordinate with Incident Commander to determine the need to set Hurricane Condition II.</li> <li><input type="checkbox"/> Ensure vessels and facilities are in compliance with the Sector New York Hurricane and Severe Weather Plan requirements.</li> <li><input type="checkbox"/> Coordinate with Operations Department Head to identify essential personnel for initial response in the Assessment and Recovery Phase (Fill in ICS Organizational structure for Operations Section). Discuss with Operations Department Head (Operations Section Chief) whether essential personnel will remain on board during Hurricane Condition II or report immediately to the Sector after the storm has passed.</li> <li><input type="checkbox"/> Continue vessel and vehicle HARPAT's.</li> </ul>					
<b>8. Special Instructions</b> <ul style="list-style-type: none"> <li>a) Operations Department head report status of completion or actions taken to the OSC.</li> <li>b) OSC report completion to PSC.</li> </ul>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>Emergency Communications</b>					
Medical _____		Evacuation _____		Other _____	
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>11. Reviewed by</b>	
				<b>Date/Time</b>	
<b>12. Reviewed by (PSC)</b>		<b>Date/Time</b>			

## Appendix 5 to Annex X- Execution Checklist

1. Incident Name _____		2. Operational Period (Date/Time) <b>Hurricane Condition II</b> (Gale Force Winds in 24 hrs) From: _____ To: _____		Assignment List ICS 204-CG	
3. Branch Operations Section		4. Division/Group/Staging Response			
5. Operations Personnel		Name		Affiliation	
Operations Section Chief				Sector New York	
Enforcement:				Sector New York	
Incident Management:				Sector New York	
Division/Group Supervisor:					
6. Resources Assigned "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
Add as needed					<input type="checkbox"/>
7. Work Assignments					
<b>Enforcement Division Supervisor:</b>					
<input type="checkbox"/> Confirm Cutters and Stations have attained Hurricane Condition II. <input type="checkbox"/> Prepare recommendation for evasion at sea or safe haven for all cutters and small boats for Category Three – Five storms. The decision to proceed to sea should be based on last daylight opportunity prior to prediction to exceed vessel parameters. <input type="checkbox"/> Ensure all CG Action Items listed in Annex C of Sector New York Hurricane and Severe Weather Plan for current Port Condition are complete. <input type="checkbox"/> Receive update of outstanding CASREPs that may effect the operational limitations of Sector's cutters and small boats. Provide emergency assistance as necessary. Determine requirements for moving cutters unable to get underway. (include visiting assets) <input type="checkbox"/> Continue vessel and vehicle HARPAT. <input type="checkbox"/> Place all cutters in <b>BRAVO-6</b> status. (Vessels in CHARLIE status, other than shipyard availability, commence action to attain a <b>BRAVO-2</b> status). Receive report of estimated time for reaching <b>BRAVO-6</b> and any specific limitations. <input type="checkbox"/> Ensure CG vessels in shipyard availability remain in CHARLIE status, but make preparations for protection.					
<b>Incident Management Division Supervisor:</b>					
<input type="checkbox"/> Complete HARPAT Condition II Checklist. <input type="checkbox"/> Ensure all CG Action Items listed in Annex C of Sector New York Hurricane and Severe Weather Plan for current Port Condition are complete. <input type="checkbox"/> Maintain joint Facilities Compliance and IMD HARPAT Teams to canvas facilities, marinas, vessels, and other areas of concern prior to Hurricane/TS landfall. <input type="checkbox"/> Establish Waterside & Shoreside Pollution, Facility, and Vessel Response Groups/Teams. Coordinate composition of these teams with Facilities Branch and Inspections Division. Ensure all teams have the prioritized list of facilities, vessels, marinas, and areas of concern to be targeted by initially in Post Storm Response. <input type="checkbox"/> Coordinate with Inspections Division to ensure Vessel HARPAT Team continues to identify all laid-up vessels and obtain the number, size, arrangement and condition of all mooring lines. Verify that they are capable of holding the vessel safe and secure. <input type="checkbox"/> Review/update prioritized list of facilities, vessels, marinas, and areas of concern to be targeted by HARPAT teams. <input type="checkbox"/> Ensure Recommended Action Requirements for Pollution Contractors listed in Annex C of the Sector New York Hurricane and Severe Weather Plan are conducted for the current Port Condition					
8. Special Instructions					
a) Report status of completion or actions taken for Hurricane Condition II attainment to OSC. b) OSC report status of completion or actions taken to the PSC and the IC.					

## Appendix 5 to Annex X- Execution Checklist

<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function TBD		Radio: Freq./System/Channel TBD		Phone TBD	
Cell/Pager TBD					
<b>10. Other Attachments (as needed)</b>					
TBD					
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>	<b>12. Reviewed by</b>
					<b>Date/Time</b>



# Appendix 5 to Annex X- Execution Checklist

1. Incident Name _____		2. Operational Period (Date/Time) <b>Hurricane Condition II</b> From: _____ To: _____		Assignment List ICS 204-CG	
3. Branch Operations Section		4. Division/Group/Staging Waterways Management Group			
5. Operations Personnel		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief:				Sector New York	
Division/Group Supervisor:				Sector New York	
Contact # (s)					
6. Resources Assigned "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
7. Work Assignments					
<input type="checkbox"/> Confirm ANT Teams have attained Hurricane Condition II.					
<input type="checkbox"/> Review Port Condition YANKEE, X-RAY, and ZULU information. Prepare Advisory and Safety Broadcast, as applicable.					
<i>See Sector New York Hurricane and Severe Weather Plan requirements. (Exhibit A &amp; B)</i>					
8. Special Instructions					
a) Report status of completion or actions taken for Hurricane Condition II attainment to OSC.					
9. Communications (radio and/or phone contact numbers needed for this assignment)					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
10. Other Attachments (as needed)					
<input checked="" type="checkbox"/> Exhibit A & B Remaining in Port Checklist					
11. Prepared by	Date/Time	11. Reviewed by	Date/Time	12. Reviewed by (PSC)	Date/Time

## Appendix 5 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition II</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Planning Section		<b>4. Division/Group/Staging</b> Operational Planning/Force Readiness			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all Hurricane Condition II CG Action Items are complete.					
<input type="checkbox"/> Notify Department Heads to execute the Hurricane Condition II Incident Action Plan.					
<input type="checkbox"/> Send updated UMIB and post updated Urgent Advisory Notice to Homeport.uscg.mil/NewYork.					
<input type="checkbox"/> Maintain contact with State Emergency Operations Centers (EOC) Determine need to deploy liaison to EOCs.					
<input type="checkbox"/> Identified essential personnel for initial response in the Assessment and Recovery Phase (Fill in ICS Organizational structure for Planning Section). Brief command on whether essential personnel will remain on board during Hurricane Condition I or report immediately to the Sector after the storm has passed.					
<input type="checkbox"/> <b>Consider requirements for Assessment and Recovery Phase.</b> Coordinate with Incident Management Division Supervisor and other Department Heads to determine if the IMT needs to be expanded from the initial Incident Management watch. Make recommendation to Sector Commander.					
<input type="checkbox"/> Staff all EOC (Emergency Operations Center) and ROC (Regional Operations Center) as needed.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition II attainment to the PSC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager/Fax		
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>11. Reviewed by</b>		<b>Date/Time</b>
			<b>12. Reviewed by (PSC)</b>		<b>Date/Time</b>

## Appendix 5 to Annex X- Execution Checklist

1. Incident Name _____		2. Operational Period (Date/Time) <b>Hurricane Condition II</b> (Gale Force Winds in 24 hrs) From: _____ To: _____		Assignment List ICS 204-CG	
3. Branch Operations Section		4. Division/Group/Staging Marine Inspections Group/ Vessel HARPAT			
5. Operations Personnel Operations Section Chief: MI Team Leader:		Name Affiliation Sector New York Sector New York		Contact # (s)	
6. Resources Assigned "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
Vessel HARPAT Team 1		Duty MI cell	2		<input type="checkbox"/>
Vessel HARPAT Team 2		MI cell	2		<input type="checkbox"/>
7. Work Assignments The primary purpose of the HARPATs is to identify hazardous conditions and notify the responsible party to ensure timely correction prior to the arrival of heavy weather. Vehicles will conduct these patrols and their primary focus will be on the commercial maritime aspects of the zone. Targeted areas will be inspected to ensure that no significant threat of safety and security exists. <b>Vessel HARPATs):</b>  <input type="checkbox"/> Conduct landside vehicle HARPATs throughout the port identifying potential hazardous situations which cannot be mitigated within 24 hours. Identify all laid-up vessels and obtain a report from a qualified 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.  <input type="checkbox"/> HARPAT teams should remind vessel personnel to review Sector New York Hurricane and Severe Weather Plan, located on Homeport ( <a href="http://www.homeport.uscg.mil">www.homeport.uscg.mil</a> ) and follow recommended action requirements listed in the Sector New York Hurricane and Severe Weather Plan.  <input type="checkbox"/> Approve final mooring arrangements for vessels remaining in port.					
8. Special Instructions Use Facilities/Marinas/Vessels (FMV) HARPAT Target List to guide HARPATs. 100% of laid up vessels of concern should be covered.					
9. Communications (radio and/or phone contact numbers needed for this assignment)					
Name/Function TBD	Radio: Freq./System/Channel TBD	Phone TBD	Cell/Pager TBD		
10. Other Attachments (as needed) TBD					
11. Prepared by	Date/Time	11. Reviewed by	Date/Time	12. Reviewed by	Date/Time

## Appendix 5 to Annex X- Execution Checklist

<b>MEDICAL PLAN</b>	1. Incident Name _____	2. Date Prepared	3. Time Prepared	4. Operational Period Hurricane Condition II				
5. Incident Medical Aid Station								
Medical Aid Stations		Location			Paramedics Yes      No			
Sick Bay		Sector New York			<div style="display: flex; justify-content: space-between;"> <span></span> <span>X</span> </div>			
6. Transportation								
A. Ambulance Services								
Name	Address		Phone		Paramedics Yes      No			
Richmond University Medical Center	355 Bard Avenue, Staten Island, NY 10310		Emergency 911		<div style="display: flex; justify-content: space-between;"> <span>x</span> <span></span> </div>			
Staten Island University Hospital	475 Seaview Ave, Staten Island, NY 10305		Emergency 911		<div style="display: flex; justify-content: space-between;"> <span>x</span> <span></span> </div>			
New York and New Jersey	All Areas Utilize 911 for Emergencies some services may or may not have paramedics		Emergency 911		<div style="display: flex; justify-content: space-between;"> <span>x</span> <span>x</span> </div>			
B. Incident Ambulances								
Name	Location			Paramedics Yes      No				
	N/A			<div style="display: flex; justify-content: space-between;"> <span></span> <span></span> </div>				
7. Hospitals								
Name	Address	Travel Time Air / Ground		Phone	Helipad Yes      No		Burn Center Yes      No	
Richmond University Medical Center	355 Bard Avenue, Staten Island, NY 10310	10 min			<div style="display: flex; justify-content: space-between;"> <span></span> <span>x</span> </div>		<div style="display: flex; justify-content: space-between;"> <span></span> <span>x</span> </div>	
Staten Island University Hospital	475 Seaview Ave, Staten Island, NY 10305	10 Min			<div style="display: flex; justify-content: space-between;"> <span>x</span> <span></span> </div>		<div style="display: flex; justify-content: space-between;"> <span>x</span> <span></span> </div>	

[illegible]

**Incident Action Plan  
For**

***Sector New York***

**Hurricane Condition I**



Date Plan Prepared: 31 July 2012

Operational Period: Hurricane Condition I

Approved by:

Sector Commander:

Table of Contents:

	Incident Brief (ICS 201)
X	Incident Objectives (ICS 202)
X	Organizational Assignment List (ICS 203)
X	Division Group Assignments (ICS 204)
	Communications Plan (ICS 205)
X	Medical Plan (ICS 206)
	Operational Hazard Worksheet (ICS 215 Safety) –Attach Safe Work Practices
	Radio Requirements Worksheet (ICS 216)

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Appendix 6 to Annex X Port Condition Zulu</b>	Section
		Appendix 6 to Annex X

# Appendix 6 To Annex X

## Hurricane Condition 1- Port Condition Zulu

Revised 31 July 12	Authorities			Appendix 6 to Annex X
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

## HURCON I CHECKLIST

### Hurricane Condition One

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



## Appendix 6 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____	<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition I</b> From: _____ To: _____	<b>INCIDENT OBJECTIVES</b> <b>ICS 202-CG</b>
<b>3. Objective(s)</b> Conduct below operations IAW USCG Sector New York Hurricane and Severe Weather Plan, LANTAREA Instruction 16001.1, CCGD1 OPLAN 9710-06 (D1 Contingency Response Plan) for the prescribed:  <input type="checkbox"/> Units shall work to attain HURCON I as directed by CCGDONE in accordance with the Sector New York Hurricane and Severe Weather Plan		
<b>4. Operational Period Command Emphasis (Safety Message, Priorities, Key Decisions/Directions)</b>  1. Hurricane Condition I is described as a “Danger” condition in which gale force winds greater than 64 kts may be expected within 12 hours. 2. Department heads should review requirements for Hurricane Condition I.		
<b>Approved Site Safety Plan Located at:</b> <b>5. Prepared by: (Planning Section Chief)</b> _____ <b>Date/Time</b> _____		

# Appendix 6 to Annex X- Execution Checklist

## ICS 203 Organizational Assignment List

Incident Name:		Date Prepared:		Time Prepared:	
Operational Period Date: <b>Hurricane Condition I</b>		Operational Period Time:			
<b>Incident Commander &amp; Staff</b>		<b>Operations Section</b>			
Position	Name	Position		Name	
Incident Commander(s)	Sector Commander, Deputy Sector Commander, or IC	Chief		Duty Section Dependent	
Deputy	Deputy Sector Commander or IC	Deputy		Duty Section Dependent	
INTEL Officer	SIO	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
Safety Officer			Facility Plan Reviewer		
Public Information Officer	TBD		Vessel Plan Reviewer		
Liaison Officer	TBD		Port Readiness Reviewer		
			MTSRU/Port Recovery		
<b>Emergency Operations Center (EOC) Representative</b>			Force Readiness/ Devolution Manager		
Name	EOC and Phone #				
TBD		Branch I Divisions/Groups <b>SAR/LE Branch</b>			
TBD		Branch Director:			
TBD		Deputy:			
TBD		Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
TBD			SAR	Duty Section Dependent	
TBD			LE	Duty Section Dependent	
		Branch II Divisions/Groups <b>Recovery</b>			
		Branch Director:		Duty Section Dependent	
<b>Planning Section</b>		Deputy:			
	Name	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
Chief	Duty Section Dependent		Pollution Response	Duty Section Dependent	
Deputy	Duty Section Dependent		Investigations	Duty Section Dependent	
Resources Unit	Duty Section Dependent				
Situation Unit	Duty Section Dependent	<b>Air Operations</b>			
Port Hurricane Planner	Contingency Planning Staff	Air Support Supervisor			
Documentation Unit	Duty Section Dependent	Helicopter Coordinator			
Security Specialists		Airborne Dispersants Coordinator			

## Appendix 6 to Annex X- Execution Checklist

<b>Logistics Section</b>		<b>Finance Section</b>	
Position	Name	Position	Name
Chief		Chief	Comptroller
Deputy		Deputy	F&S
Support Branch		Procurement Leader	
Director		Claims/Insurance Unit	
Supply Unit		Cost Unit	
Vessel Support Unit			
Reserve Personnel Unit			
<b>Service Branch</b>			
Communications Unit	OSC		
Medical Unit	HSC		
Food Unit	FSC		
Prepared By:		USCG Sector New York	ICS Position: <b>Contingency Planner</b>
Approved By:		USCG Sector New York	ICS Position: <b>Planning Chief</b>

## Appendix 6 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition I</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Sector New York Command Center		<b>4. Division/Group/Staging</b>			
<b>5. Operations Personnel</b>		Name		Affiliation	
Incident Command Representative:		Sector New York		Contact # (s)	
Division/Group Supervisor:		SECNY-Senior Watch Coordinator			
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<b>SCC:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Be familiar with the Incident Action Plan for each hurricane condition and retain in the Command Center (SCC).</li> <li><input type="checkbox"/> Notify Sector stations and cutters to execute their hurricane plans to attain appropriate hurricane condition.</li> <li><input type="checkbox"/> Update list and ensure readiness of all portable / handheld radios, beepers and cellular phones. Check all antennas.</li> <li><input type="checkbox"/> Commence Urgent Marine Information Broadcasts (UMIB) to warn vessels and other members of the maritime community of the impending storm. Disseminate official National Weather Service advisories and warning to maritime community and isolated coastal areas as necessary and practical.</li> <li><input type="checkbox"/> Send Message traffic to CGDONE; info copy to LANT/D1 CMDCEN advising when Hurricane Condition I is attained for all units under Sector New York.</li> <li><input type="checkbox"/> COMMs prepare GET phone cards for issuing to IC, Deputy, ICR and Department heads</li> </ul>					
<b>8. Special Instructions</b>					
<ul style="list-style-type: none"> <li>a) Report status of completion or actions taken for Hurricane Condition I attainment to ICR.</li> <li>b) ICR report status of completion or actions taken to the IC.</li> </ul>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>	<b>12. Reviewed by (PSC)</b>
					<b>Date/Time</b>

# Appendix 6 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition I</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Marine Inspections Group/HARPAT			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief:				Sector New York	
Division/Group Supervisor:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
HARPAT Team 1			2		<input type="checkbox"/>
HARPAT Team 2			2		<input type="checkbox"/>
HARPAT Team 3			2		<input type="checkbox"/>
HARPAT Team 4			2		<input type="checkbox"/>
Station Small Boats			4		<input type="checkbox"/>
Station Small Boats			4		<input type="checkbox"/>
<b>7. Work Assignments</b>					
<b>Landside HARPAT (IMD &amp; SSO Divisions):</b>					
<input type="checkbox"/> HARPATS cease until post storm recovery operations. <input type="checkbox"/> Review and plan for actionable items listed in requirements for Port Conditions ZULU and ensure items completed for current Port Condition. <input type="checkbox"/> Verify compliance with Storm Preparation Checklist for all facilities and take appropriate action to minimize storm damage. <input type="checkbox"/> Verify Waterside & Shoreside Pollution Response Groups/Teams and associated duty rotations to conduct Post Storm Response Activities duty schedule for personnel remaining. Ensure members know to be ready for call to begin response as soon as it is safe after the storm passes. If pre-staging teams in safe locations throughout the AOR, send teams to the locations prior to any mass transit/bridge/tunnel closures. <input type="checkbox"/> Brief personnel on contacting the command as soon as practicable advising on degree of impact on personal property and ability to return to duty.					
<b>8. Special Instructions</b>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
Command					
Command					
Tactical					
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by (PSC)</b>	
Date/Time		Date/Time		Date/Time	

# Appendix 6 to Annex X- Execution Checklist

1. Incident Name _____		2. Operational Period (Date/Time) <b>Hurricane Condition II</b> (Gale Force Winds in 24 hrs) From: _____ To: _____		Assignment List <b>ICS 204-CG</b>	
3. Branch Command & General Staff		4. Division/Group/Staging			
5. Operations Personnel		Name		Affiliation	
ICR: OSC: PSC:				Contact # (s)	
6. Resources Assigned "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
Add as needed					<input type="checkbox"/>
7. Work Assignments					
<p><input type="checkbox"/> <b>ICR:</b> Maintain contact with CG Liaison at Office of Emergency Management (OEM) and update IMT with any additions/modifications to tasking based on LNO input. Update/Modify objectives listed on HURCON II ICS-202 and task Command &amp; General Staff with their execution.</p> <p><input type="checkbox"/> <b>OSC/IC:</b> Execute Operational Objectives listed on the HURCON II ICS-202. Develop IAP for Assessment and Recovery Phase. (including daily overflight requests for trained aerial observers for pollution and ATON; determine status of heavy lift ATON cutters and discuss need &amp; RFF/ICS-213RR process with WWM; determine with ENF, the number of surface assets needed for post storm assessment and response). Develop Organizational Chart and draft 204s to manage Post Storm Activities outlined in Appendix 2 to Annex C to Sector New York Hurricane and Severe Weather Plan and submit RFFs/ICS-213RR accordingly. Ensure Waterside &amp; Shoreside Pollution, Vessel, and Facility Response Teams are established, understand responsibilities when storm passes, and are pre-staged in different parts of the AOR as necessary.</p> <p><input type="checkbox"/> <b>PSC:</b> Execute Management/Planning Objectives listed on the HURCON II ICS-202. Develop IAP for Assessment and Recovery Phase. Keep OSC advised on any action items that result from Info Management Tiger Team analysis of Port Partner Reports IAW Annex C to the Sector New York Hurricane and Severe Weather Plan ( 'Action Requirements for Commercial Vessels, Pilots and Tug Companies', 'Action Requirements for Facility Owners and Operators', &amp; 'Exhibits A-D'). Verify/update process to track post storm damage assessment reports (utilize MTSRU/WWM personnel). Follow ICS Planning P Meeting Schedule, Battle Rhythm of external meetings (Port Partner meetings, D1 Conference Calls, NOAA Weather briefs), and operational period. Facilitate all ICS meetings. Coordinate 24-hour IMT staffing (if needed) and/or transition to a new IMT with RESL. Ensure the objectives listed on the HURCON II ICS-202 are divided up and completed by the responsible department(s)/divisions(s).</p> <p><input type="checkbox"/> <b>SITL:</b> Update plot of developing storm and keep abreast of the latest weather advisories in the SCC. Post/update Situation Board. Send Hurricane Condition III Attainment Message to CGDONE; info copy to LANT/D1 CMDCCEN when Hurricane Condition III is attained for all Sector New York personnel and subunits. Prepare SITREPs for review &amp; approval by IC/OSC and send IAW with established submission schedule/battle rhythm. Advise Sector Commander, Deputy Sector Commander and Senior Watch Coordinator when Hurricane Conditions have been attained by all staffs/units and any other changes or updates.</p> <p><input type="checkbox"/> <b>RESL:</b> Update a resource tracking mechanism to maintain awareness of location and status of all Sector New York Sub-Units. Collect divisional/departament accountability reports and coordinate display of that info with SITL.</p> <p><input type="checkbox"/> <b>DOCL:</b> Keep MISLE case updated on response actions.</p> <p><input type="checkbox"/> <b>LSC:</b> Carry out Logistical objectives listed on the HURCON II ICS-202.</p> <p><input type="checkbox"/> <b>WWM Rep:</b> Carry out WWM objectives listed on the HURCON II ICS-202. Coordinate with PSC and Info Management Tiger Team to track &amp; analyze reports that Port Partners will submit when Port Condition changes occur IAW Annex C to the Sector New York Hurricane and Severe Weather Plan.</p> <p>All other members of the IMT conduct duties IAW CMD &amp; General Staff/Job Aids/IMH direction</p>					

## Appendix 6 to Annex X- Execution Checklist

<b>8. Special Instructions</b> Determine need for additional personnel.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone	Cell/Pager
TBD		TBD		TBD	TBD
<b>10. Other Attachments (as needed)</b> TBD					
<b>11. Prepared by</b>		<b>11. Reviewed by</b>		<b>12. Reviewed by</b>	
Date/Time		Date/Time		Date/Time	

# Appendix 6 to Annex X- Execution Checklist

1. Incident Name _____		2. Operational Period (Date/Time) <b>Hurricane Condition I</b> From: _____ To: _____		Assignment List ICS 204-CG	
3. Branch Command Staff		4. Division/Group/Staging			
5. Operations Personnel Incident Command Representative		Name Sector New York		Affiliation Contact # (s)	
6. Resources Assigned "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
7. Work Assignments					
<input type="checkbox"/> Message traffic will be sent by CGDONE directing units to attain Hurricane Condition I. Upon attainment of Hurricane Condition I direct the sending of Message traffic by the CDO to CGDONE; info copy to LANT/D1 CMDCCEN.					
<input type="checkbox"/> Promptly report status of Condition I attainment to the Sector Commander.					
8. Special Instructions					
9. Communications (radio and/or phone contact numbers needed for this assignment)					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
10. Other Attachments (as needed)					
11. Prepared by		Date/Time		11. Reviewed by	
				Date/Time	
				12. Reviewed by (PSC)	
				Date/Time	



## Appendix 6 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition I</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Logistics Section		<b>4. Division/Group/Staging</b> Admin / Galley / Supply			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief:				Sector New York	
Division/Group Supervisor:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all CG Action Items are completed. <input type="checkbox"/> Arrange the multi-purpose room to accommodate TAD crew (notify crews to bring own sleeping gear and/or purchase extra gear, or have available contact sheet of neighboring hotels). <input type="checkbox"/> Take inventory of galley supplies, store and restock, and increase production by 10% to compensate for incoming crews. <input type="checkbox"/> Prepare to move all unit records to a safe location on the 2nd deck or prepare them to withstand potential flooding.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition I attainment to LSC. b) LSC report status of completion or actions taken to the PSC and to the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>Emergency Communications</b>					
Medical _____		Evacuation _____		Other _____	
<b>10. Other Attachments (as needed)</b>					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>12. Reviewed by (PSC)</b>	
				<b>Date/Time</b>	

# Appendix 6 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition I</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>																	
<b>3. Branch</b> Logistics Section		<b>4. Division/Group/Staging</b> Engineering																			
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;">5. Operations Personnel</th> <th style="width: 30%;">Name</th> <th style="width: 30%;">Affiliation</th> <th style="width: 10%;">Contact # (s)</th> </tr> <tr> <td>Section Chief:</td> <td></td> <td>Sector New York</td> <td></td> </tr> <tr> <td>Deputy Section Chief:</td> <td></td> <td>Sector New York</td> <td></td> </tr> <tr> <td>Division/Group Supervisor:</td> <td></td> <td>Sector New York</td> <td></td> </tr> </table>						5. Operations Personnel	Name	Affiliation	Contact # (s)	Section Chief:		Sector New York		Deputy Section Chief:		Sector New York		Division/Group Supervisor:		Sector New York	
5. Operations Personnel	Name	Affiliation	Contact # (s)																		
Section Chief:		Sector New York																			
Deputy Section Chief:		Sector New York																			
Division/Group Supervisor:		Sector New York																			
<b>6. Resources Assigned</b> <span style="float: right;">"X" indicates 204a attachment with additional instructions</span>																					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks																	
<b>7. Work Assignments</b>  <div style="margin-left: 20px;"> <input type="checkbox"/> Ensure all CG Action Items are completed.  <input type="checkbox"/> Coordinate with tenant commands to secure all loose gear in the vicinity of the unit.  <input type="checkbox"/> Secure critical operational buildings by boarding and/or taping windows, and placing sand bag barriers at all entrance doors.  <input type="checkbox"/> Tie down portable trailers and shacks with chains/straps.  <input type="checkbox"/> All fuel tanks of vessels and vehicles to be maintained at maximum capacity.  <input type="checkbox"/> Ensure Hurricane Locker is accessible and that inventory is verified for post storm clean up.         </div>																					
<b>8. Special Instructions</b>  <div style="margin-left: 20px;">           a) Report status of completion or actions taken for Hurricane Condition I attainment to LSC.            b) LSC report status of completion or actions taken to the PSC and to the IC.         </div>																					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;">Name/Function</th> <th style="width: 30%;">Radio: Freq./System/Channel</th> <th style="width: 20%;">Phone</th> <th style="width: 20%;">Cell/Pager</th> </tr> </table> <b>Emergency Communications</b> Medical _____ Evacuation _____ Other _____						Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager												
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager																		
<b>10. Other Attachments (as needed)</b> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> </div>																					
<b>11. Prepared by</b> _____		<b>Date/Time</b> _____		<b>11. Reviewed by</b> _____																	
<b>Date/Time</b> _____		<b>12. Reviewed by (PSC)</b> _____		<b>Date/Time</b> _____																	

# Appendix 6 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition I</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Prevention			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all CG Action Items are complete.  <input type="checkbox"/> Ensure vessels and facilities are in compliance with the Sector New York Hurricane and Severe Weather Plan requirements.  <input type="checkbox"/> Coordinate with Operations Section to continue vessel and vehicle HARPAT.					
<b>8. Special Instructions</b>					
a) Operations Section Chief report status of completion or actions taken to Planning Section Chief and to the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>Emergency Communications</b>					
Medical _____	Evacuation _____	Other _____			
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>	<b>12. Reviewed by (PSC)</b>
					<b>Date/Time</b>

## Appendix 6 to Annex X- Execution Checklist

1. Incident Name _____		2. Operational Period (Date/Time) <b>Hurricane Condition I</b> (Gale Force Winds in 12 hrs) From: _____ To: _____		Assignment List ICS 204-CG	
3. Branch Operations Section		4. Division/Group/Staging Response			
5. Operations Personnel Operations Section Chief: Enforcement: Incident Management: Division/Group Supervisor:		Name		Affiliation	
				Contact # (s)	
6. Resources Assigned		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
Add as needed					
7. Work Assignments					
<input type="checkbox"/> Execute Dispersal IAP for all Sector boats and cutters. Confirm plan has been executed. Cutters at sea shall proceed to homeport or nearest safe port unless, in the exercise of prudent seamanship, it appears more advisable to evade the storm. Locate trailerable boats in safe havens for post storm recovery operations.					
<b>Enforcement Division Supervisor:</b>					
<input type="checkbox"/> Confirm cutters have attained Hurricane Condition I. <input type="checkbox"/> Confirm stations have attained Hurricane Condition I. <input type="checkbox"/> Ensure all CG Action Items listed in Annex C of Sector New York Hurricane and Severe Weather Plan for current Port Condition are complete. <input type="checkbox"/> Identify command's initial support requirements for the Assessment & Recovery Phase, and anticipated long-term requirements. Provide Logistics with support requirements. <input type="checkbox"/> Recall and secure vessels for HARPAT. <input type="checkbox"/> Confirm Sector cutters are executing evasion/safe haven plan (if necessary). <input type="checkbox"/> Confirm Sector boats are executing evasion/safe haven plan (if necessary). <input type="checkbox"/> Place all cutters in <b>BRAVO-2</b> status. Receive report of estimated time for reaching B-2 and any specific limitations.					
<b>Incident Management Division Supervisor:</b>					
<input type="checkbox"/> Complete HARPAT Condition I checklist. <input type="checkbox"/> Ensure all CG Action Items listed in Annex C of Sector New York Hurricane and Severe Weather Plan for current Port Condition are complete. <input type="checkbox"/> Verify Waterside & Shoreside Pollution Response Groups/Teams <input type="checkbox"/> Coordinate with Inspections Division to ensure Vessel Response Teams established. <input type="checkbox"/> Plan for worst case response for any laid-up vessels of concern that the Vessel HARPAT Teams determined were incapable of remaining safe and secure. <input type="checkbox"/> Verify Waterside & Shoreside Pollution, Facility, and Vessel Response Teams all have prioritized list of facilities, vessels, marinas, and areas of concern to be targeted by initially in Post Storm Response. Discuss with Facilities Branch and Inspections Division. <input type="checkbox"/> Ensure Recommended Action Requirements for Pollution Contractors listed in Annex C of Port Hurricane Plan are conducted for the current Port Condition					

## Appendix 6 to Annex X- Execution Checklist

<b>8. Special Instructions</b>  a) Report status of completion or actions taken for Hurricane Condition I attainment to OSC. b) OSC report status of completion or actions taken to the PSC and to the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone	
TBD		TBD		TBD	
<b>10. Other Attachments (as needed)</b>					
TBD					
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>11. Reviewed by</b>	<b>Date/Time</b>	<b>12. Reviewed by</b>
					<b>Date/Time</b>

# Appendix 6 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition I</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Waterways Management Group			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Confirm Aids to Navigation Teams have attained Hurricane Condition I including the implementation of their safe haven/evacuation plan.					
<input type="checkbox"/> Brief Sector Commander regarding relocation of Aids to Navigation Teams' waterborne resources.					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition I attainment to OSC.					
b) Operations Section Chief report status of completion or actions taken to the PSC and the IC.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>Emergency Communications</b>					
Medical _____		Evacuation _____		Other _____	
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>11. Reviewed by</b>	
				<b>Date/Time</b>	
				<b>12. Reviewed by (PSC)</b>	
				<b>Date/Time</b>	

## Appendix 6 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition I</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Planning Section		<b>4. Division/Group/Staging</b> Operational Planning/Force Readiness			
<b>5. Operations Personnel</b>		Name		Affiliation	
Section Chief:				Sector New York	
Deputy Section Chief:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Ensure all CG Action Items are complete. <input type="checkbox"/> Notify Department Heads to execute the Hurricane Condition I Incident Action Plan. <input type="checkbox"/> Send MSIB and Update HOMEPORT.uscg.mil/newyork with hurricane information. <input type="checkbox"/> Start inventory of all ICS kits (PSC, OSC, RUL, SUL, IO, LO, and Comms unit), EOC/ROC kits, deployable computers, poster printer, ICS Vest kit. <input type="checkbox"/> Ensure that all EOC (Emergency Operations Center) and ROC (Regional Operations Center) Liaisons' are prepared to deploy. <input type="checkbox"/> Maintain contact with State/County Emergency Operations Centers (EOC) and Federal Emergency Management Agency (FEMA). <input type="checkbox"/> Initiate port partner conference calls					
<b>8. Special Instructions</b>					
a) Report status of completion or actions taken for Hurricane Condition I attainment to Planning Section Chief and to the IC					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone	
				Cell/Pager/Fax	
DEMA / EOC					
NYCOEM / EOC					
FEMA / ROC					
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>11. Reviewed by</b>	
				<b>Date/Time</b>	
				<b>12. Reviewed by (PSC)</b>	
				<b>Date/Time</b>	

## Appendix 6 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Hurricane Condition I</b> (Gale Force Winds in 12 hrs) From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>										
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Marine Inspections Group/Vessel HARPAT												
<b>5. Operations Personnel</b> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Name</td> <td style="width: 33%;">Affiliation</td> <td style="width: 33%;">Contact # (s)</td> </tr> <tr> <td>Operations Section Chief:</td> <td></td> <td></td> </tr> <tr> <td>MI Team Leader:</td> <td>Inspections Division</td> <td></td> </tr> </table>						Name	Affiliation	Contact # (s)	Operations Section Chief:			MI Team Leader:	Inspections Division	
Name	Affiliation	Contact # (s)												
Operations Section Chief:														
MI Team Leader:	Inspections Division													
<b>6. Resources Assigned</b> <span style="float: right;">"X" indicates 204a attachment with additional instructions</span>														
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks										
Vessel HARPAT Team 1		Duty MI cell	2		<input type="checkbox"/>									
Vessel HARPAT Team 2		MI cell	2		<input type="checkbox"/>									
<b>7. Work Assignments</b> <p>The primary purpose of the HARPATs is to identify hazardous conditions and notify the responsible party to ensure timely correction prior to the arrival of heavy weather. Vehicles will conduct these patrols and their primary focus will be on the commercial maritime aspects of the zone. Targeted areas will be inspected to ensure that no significant threat of safety and security exists.</p> <p><b>Vessel HARPATs):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> HARPATS cease until post storm recovery operations. Ensure potential hazardous situations which cannot be mitigated within 12 hours are identified and prioritized for follow up upon commencement of Post Storm Response Activities.</li> <li><input type="checkbox"/> Review and plan for actionable items listed in requirements for Port Conditions ZULU and ensure items completed for current Port Condition.</li> <li><input type="checkbox"/> Approve final mooring arrangements for vessels remaining in port.</li> </ul>														
<b>8. Special Instructions</b> <p>Use Facilities/Marinas/Vessels (FMV) HARPAT Target List to guide HARPATs. 100% of laid up vessels of concern should be covered.</p>														
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Name/Function</td> <td style="width: 33%;">Radio: Freq./System/Channel</td> <td style="width: 16%;">Phone</td> <td style="width: 18%;">Cell/Pager</td> </tr> <tr> <td>TBD</td> <td>TBD</td> <td>TBD</td> <td>TBD</td> </tr> </table>						Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager	TBD	TBD	TBD	TBD	
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager											
TBD	TBD	TBD	TBD											
<b>10. Other Attachments (as needed)</b> <p>TBD</p>														
<b>11. Prepared by</b> RESL		<b>11. Reviewed by</b> PSC		<b>12. Reviewed by</b> OSC										
<b>Date/Time</b>		<b>Date/Time</b>		<b>Date/Time</b>										



## Appendix 6 to Annex X- Execution Checklist

<b>MEDICAL PLAN</b>	1. Incident Name	2. Date Prepared	3. Time Prepared	4. Operational Period			
	Tropical Storm _____			Hurricane Condition I			
5. Incident Medical Aid Station							
Medical Aid Stations		Location			Paramedics Yes No		
Sick Bay		Sector New York				X	
6. Transportation							
A. Ambulance Services							
Name	Address		Phone	Paramedics Yes No			
Richmond University Medical Center	355 Bard Avenue, Staten Island, NY 10310		Emergency 911	X			
Staten Island University Hospital	475 Seaview Avenue, Staten Island, New York 10305		Emergency 911	X			
New York and New Jersey	All Areas utilize 911 for emergencies some services may or may not have paramedics.		Emergency 911	X	X		
B. Incident Ambulances							
Name	Location			Paramedics Yes No			
	N/A						
7. Hospitals							
Name	Address	Travel Time Air / Ground		Phone	Helipad Yes No		Burn Center Yes No
Richmond University Medical Center			10 min	(215) 955-6000		X	X
Staten Island University Hospital			10 min	(215) 829-3000	X		X

[illegible]

**Incident Action Plan  
For**

***Sector New York***

**Recovery Phase**



Date Plan Prepared: 31 July 2012

Operational Period: Assessment and Recovery Phase

Approved by:

Sector Commander:

Table of Contents:

	Incident Brief (ICS 201)
X	Incident Objectives (ICS 202)
X	Organizational Assignment List (ICS 203)
X	Division Group Assignments (ICS 204)
	Communications Plan (ICS 205)
X	Medical Plan (ICS 206)
	Operational Hazard Worksheet (ICS 215 Safety) –Attach Safe Work Practices
	Radio Requirements Worksheet (ICS 216)

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Recovery Phase</b>	Section
		Appendix 7 to Annex X

# Appendix 7 To Annex X

## Recovery Phase

Revised 31 July 12	Authorities			Appendix 7 to Annex X
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

## POST STORM CHECKLIST

### 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.

DATE/ INITIALS	TASK	KEY POSITION, DEPARTMENT, OR STAFF
	Evaluate ICS for Post Heavy Weather Response & Recovery.	PSC/IMD
	Prepare for heavy influx of damage assessments or relief request.	OSC
	Prepare request for resources as necessary.	PSC/OSC
	Assess and determine if a request to D1 for Very Small Aperture Terminals (VSAT) should be initiated	SCC/IMT
	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.	SCC
	Request CGD1 to provide Sector and D1/Lant ATON assets as necessary to assess ATON.	OSC
	Make resource assignments of available personnel and equipment to do initial assessment.	PSC/OSC
	Verify conditions of mustering sites immediately following the storm.	OSC
	Examine fuel requirements & available supply for generator, small boats, & vehicles 24 hours after the storm's arrival. If necessary, begin procedures for ordering fuel from outside sources.	LSC

## Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____	<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From: _____ To: _____	<b>INCIDENT OBJECTIVES</b> <b>ICS 202-CG</b>
<b>3. Objective(s)</b> <p>Conduct below operations IAW Sector New York Hurricane and Severe Weather Plan, Atlantic Area Instruction 16001.1, COMLANTAREA OPLAN 9700-02 and CCGD1 OPLAN 9710-06 for actions prescribed:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Survey condition of ATON along Ambrose Channel, Sandy Hook Channel, Raritan Reach, Arthur Kill, Kill Van Kull, Upper Bay, Newark Bay, and Hudson River.</li> <li><input type="checkbox"/> Conduct Search and Rescue operations as the situation dictates.</li> <li><input type="checkbox"/> Conduct damage assessment of facilities and marinas along the major waterways.</li> <li><input type="checkbox"/> Identify personnel to support contingency operations within the district.</li> <li><input type="checkbox"/> Conduct assessment of unit personnel and their families and take action to protect personnel safety.</li> <li><input type="checkbox"/> Conduct damage assessment of unit facilities.</li> <li><input type="checkbox"/> Conduct survey of those waterway areas affected by the storm.</li> <li><input type="checkbox"/> Coordinate with Office of Emergency Management (OEM) and FEMA's Regional Operations Center on assessment and recovery operations.</li> <li><input type="checkbox"/> Track and report the status of MTS infrastructure recovery using Essential Elements of Information.</li> <li><input type="checkbox"/> Send SITREP to CCGDONE, info LANTAREA advising of recovery phase condition, including significant damage to any Coast Guard unit or asset, and any assistance required of the District. Include input from all departments.</li> <li><input type="checkbox"/> Determine Safe to Respond. (See Area Contingency Plan criteria)</li> </ul>		
<b>4. Operational Period Command Emphasis (Safety Message, Priorities, Key Decisions/Directions)</b> <p><b>Operational period for the initial Assessment &amp; Recovery Phase IAP will be 24 hours. Incident Management Team will recommend to the Sector Commander (IC) if the IAP needs to be updated depending on operations.</b></p> <p><b>Safety of personnel is paramount. Personnel should not be placed at risk merely to gain a damage assessment.</b></p> <p>The first SITREP is submitted 6 hours after CONDITION II is set. Additional SITREPs are submitted as significant changes occur. After the storm has passed, SITREPs will be sent daily until response operations are completed. They are serially numbered with the final so noted. SITREPs will include weather information in order to reduce the number of messages. Sample SITREP is in ANNEX W to District One OPLAN 9710-06.</p> <p>Approved Site Safety Plan Located at: _____</p>		
<b>5. Prepared by: (Planning Section Chief)</b>		<b>Date/Time</b>

# Appendix 7 to Annex X- Execution Checklist

## ICS 203 Organizational Assignment List

Incident Name:		Date Prepared:		Time Prepared:	
Operational Period Date:		Operational Period Time:			
<b>Recovery Operations</b>					
<b>Incident Commander &amp; Staff</b>		<b>Operations Section</b>			
Position	Name	Position		Name	
Incident Commander(s)	Sector Commander, Deputy Sector Commander, or IC	Chief		Duty Section Dependent	
Deputy	Deputy Sector Commander or IC	Deputy		Duty Section Dependent	
INTEL Officer	SIO	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
Safety Officer			Facility Plan Reviewer		
Public Information Officer	TBD		Vessel Plan Reviewer		
Liaison Officer	TBD		Port Readiness Reviewer		
			MTSRU/Port Recovery		
<b>Emergency Operations Center (EOC) Representative</b>			Force Readiness/ Devolution Manager		
Name	EOC and Phone #				
TBD			Branch I Divisions/Groups <b>SAR/LE Branch</b>		
TBD			Branch Director:		
TBD			Deputy:		
TBD			Division (A-E)	Group (1-5)	Supervisor/Task Force Leader
TBD				SAR	Duty Section Dependent
TBD				LE	Duty Section Dependent
			Branch II Divisions/Groups <b>Recovery</b>		
		Branch Director:		Duty Section Dependent	
<b>Planning Section</b>		Deputy:			
	Name	Division (A-E)	Group (1-5)	Supervisor/Task Force Leader	
Chief	Duty Section Dependent		Pollution Response	Duty Section Dependent	
Deputy	Duty Section Dependent		Investigations	Duty Section Dependent	
Resources Unit	Duty Section Dependent				
Situation Unit	Duty Section Dependent	<b>Air Operations</b>			
Contingency Planner	Contingency Planning Staff	Air Support Supervisor			
Documentation Unit	Duty Section Dependent	Helicopter Coordinator			
Security Specialists	Duty Section Dependent	Airborne Dispersants Coordinator			

## Appendix 7 to Annex X- Execution Checklist

<b>Logistics Section</b>		<b>Finance Section</b>	
Position	Name	Position	Name
Chief		Chief	Comptroller
Deputy		Deputy	F&S
Support Branch		Procurement Leader	
Director		Claims/Insurance Unit	
Supply Unit		Cost Unit	
Vessel Support Unit			
Reserve Personnel Unit			
<b>Service Branch</b>			
Communications Unit	OSC		
Medical Unit	HSC		
Food Unit	FSC		
Prepared By:		USCG Sector New York	ICS Position: <b>Contingency Planner</b>
Approved By:		USCG Sector New York	ICS Position: <b>Planning Chief</b>



# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Section</b> Operations Section		<b>4. Division/Group/Staging</b> Vessel Response Group			
<b>5. Operations Personnel</b>		Name		Affiliation	
Operations Section Chief:					
Division/Group Supervisor:		MI Team Leader			
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
VR Team New Jersey			4	See Work Assignments	<input type="checkbox"/>
VR Team Staten Island			4	x	<input type="checkbox"/>
VR Team Brooklyn			4	x	<input type="checkbox"/>
VR Team Manhattan			3	x	<input type="checkbox"/>
VR Team Tap North			2	x	<input type="checkbox"/>
VR Team City Island East				x	<input type="checkbox"/>
<b>7. Work Assignments</b> The primary purpose of the MI Response Group is to identify hazardous vessel conditions in the designated location and report conditions to the IC Post Storm. Vehicles will conduct these patrols and their primary focus will be on the conditions of all vessels in the AOR. These targeted areas will be inspected to ensure that no significant threat of safety and security exists. - <u>VR Team New Jersey AOR</u> -Shrewsbury River to Tappan Zee Bridge, Atlantic Highlands, Highlands, Sandy Hook Perth Amboy, Weehawken, Hoboken, Jersey City, Liberty Landing - <u>VR Team Staten Island AOR</u> - All of Staten Island - <u>VR Team Brooklyn AOR</u> - GMD, Navy Yard, Erie basin, Sheepshead Bay, Rockaway. - <u>VR Team Manhattan AOR</u> - North Cove Marina, Chelsea Piers, Boast Basin, E23rd st, E35th St, South St.Seaport, SI Ferry. - <u>VR Team Tappan Zee Bridge North AOR</u> - Port of Albany south to Tappan Zee Bridge - <u>VR Team City Island East AOR</u> - Bronx north to CT boarder, City Island, & Kings Point area.					
<b>8. Special Instructions</b> 1. Reserve GV for Group 2. Report all critical situations to the SEC NY SIT UNIT LDR. Critical Situations include: Unsecured vessels, Pollution Incidents, & ATON issues observed. Any SAR or immediate hazards to life and property need to be reported to the SCC at 718-354-4353. All other info shall be passed to VR Group Supervisor for recording & documentation of the status of all damaged vessels (Commercial & Recreational). 3. Teams shall conduct ops with all required PPE.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone	
SECTOR NY Sit Unit				Cell/Pager	
Division/Group Supervisor:					
<b>10. Other Attachments (as needed)</b> TBD					
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>11. Reviewed by</b>	
				<b>Date/Time</b>	
				<b>12. Reviewed by</b>	
				<b>Date/Time</b>	

# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment and Recovery Phase</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Air Ops Branch/Aerial ATON/Pollution Assessment			
<b>5. Operations Personnel</b>		Name		Affiliation	
Operations Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Air Ops Boss: District 1 CC				Sector New York	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
CG 65 Helo	Pilot		3		<input type="checkbox"/>
Pollution Observer			1		<input type="checkbox"/>
ATON Observer			1		
<b>7. Work Assignments</b>					
<input type="checkbox"/> Conduct aerial damage assessment along Ambrose Channel, Sandy Hook Channel, Raritan Reach, Arthur Kill, Kill Van Kull, Upper Bay, Newark Bay, and Hudson River, as directed by Waterways Assessment Group Supervisors. Take photos for situational picture.					
<input type="checkbox"/> Pollution Observer: identify any pollution sources or threats within the storm affected areas and report back to the MEP Team Leader upon discovery. Take photos for situational picture as necessary.					
<input type="checkbox"/> ATON Observer: report any damage assessments or effected waterways to the Sector New York Command Center for entry into CART (include ATON, federal channel, facilities, bridges, vessels and oil pollution, etc) and request follow-up investigations to ATON Officer for dispatch of appropriate resources to implement an ATON assessment & recovery plan as needed. Take photos for situational picture as necessary.					
<b>8. Special Instructions:</b>					
Pollution reports shall be made to the MEP Team Leader upon discovery. Any ATON discrepancies or hazard to navigation shall be reported to the Command Center at 718-354-4353.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
TBD	TBD	TBD	TBD		
<b>Emergency Communications</b>					
Medical _____	Evacuation _____	Other _____			
<b>10. Other Attachments (as needed)</b>					
TBD					
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>12. Reviewed by</b>		<b>Date/Time</b>
			<b>13. Reviewed by</b>		<b>Date/Time</b>

## Appendix 7 to Annex X- Execution Checklist

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# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From: To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Sector New York Command Center		<b>4. Division/Group/Staging</b>			
<b>5. Operations Personnel</b>		Name		Affiliation	
Incident Command Representative				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<p><b>SCC:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Be familiar with the Incident Action Plan for Assessment &amp; Recovery Phase and retain in the Command Center (SCC).</li> <li><input type="checkbox"/> Commence Urgent Marine Information Broadcasts (UMIB). Disseminate official National Weather Service advisories and warning to maritime community and isolated coastal areas as necessary and practical.</li> <li><input type="checkbox"/> Draft and release SITREP as required by D1, when directed by the Deputy Sector Commander.</li> <li><input type="checkbox"/> Establish communications net as appropriate for the time of day. This communications net will be used in the event of partial or total landline failure caused by the storm. CAMSLANT will combine these reports and provide a consolidated report of emergency net establishment to the LANT/D1 Command Center. Advise D1 OPCEN when released from emergency net by CAMSLANT.</li> <li><input type="checkbox"/> Assess and determine if a request to D1 for Very Small Aperture Terminals (VSAT) should be initiated</li> </ul> <p><b>DUTY SECTION:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>OSC:</b> Confirm that essential personnel required to fill critical positions in the Assessment &amp; Recovery Phase ICS organizational structure are accounted for and available for immediate deployment. Coordinate with Incident Management Team to evaluate the need for additional personnel to support operations.</li> <li><input type="checkbox"/> <b>OSC/PSC/MTSRU:</b> Receive assessment reports of Marine Transportation System infrastructures to be reported in the SITREP (ATON discrepancies, facilities, marinas, vessels, and bridges, etc). Maintain a plot of storm damage along the river &amp; bay and disseminate to appropriate personnel.</li> <li><input type="checkbox"/> <b>SITL:</b> Continue to maintain a plot of other developing storms and keep abreast of the latest weather advisories. Advise Sector Commander, Deputy Sector Commander and Senior Watch Coordinator of any changes or updates.</li> <li><input type="checkbox"/> <b>PSC/RESL:</b> Continue to maintain contact with CG Liaison at Office of Emergency Management (OEM) and Federal Emergency Management Agency (FEMA).</li> </ul>					
<b>8. Special Instructions</b>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<b>11. Prepared by</b>	<b>Date/Time</b>	<b>12. Reviewed by</b>	<b>Date/Time</b>	<b>13. Reviewed by (PSC)</b>	<b>Date/Time</b>

# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From:      To:		<b>Assignment List</b> <b>ICS 204-CG</b>													
<b>3. Section</b> Operations Section		<b>4. Division/Group/Staging</b> Facilities Group/ Facility Response															
<b>5. Operations Personnel</b>		Name		Affiliation													
Operations Sections Chief:				Sector New York													
Division/Group Supervisor:				Sector New York													
Asst. Div/Grp Sup:				Sector New York													
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions															
TEAM NUMBER	TEAM LEAD	Phone Contact #	# of Persons	Geographic Zone													
TEAM 1	Facilities Rep		3	Port Elizabeth/Newark	Green												
TEAM 2	Facilities Rep		3	Brooklyn, Yonkers, Queens	Blue												
TEAM 3	Facilities Rep		3	Staten Is., Lwr Manhattan, Bayonne, Liberty Is.	Red												
TEAM 4	Facilities Rep		3	Sandy Hook, P.Amboy, Carteret	Purple												
<b>7. Work Assignments</b> <p>The primary purpose of the Facility Patrols is to confirm that Facilities in the affected areas are able to function in their normal capacity, and are in compliance with the Conditions set forth by the COTP. Patrols will also indentify debris/ hazards to safety, potential avenues for security breaches (i.e. damaged fence line), and unsafe conditions with Hazmat's, CDC's, and other Dangerous Cargoes.</p> <p><input type="checkbox"/> Rover patrols will be dispatched to identify all encountered hazards, structural damages, and possible security breaches caused by the storm.</p> <p><input type="checkbox"/> Facilities Group Leader will track the facility status and report to the facilities MSARU rep as to the CART status of the facility (Fully available, partially available, or Not Available)</p> <p><b>*All Incidents shall be reported to the Situation Unit Leader</b></p>																	
<b>8. Special Instructions:</b> <p>Facility Inspectors are to report findings through the Situation Unit to facilitate the issuance of COTP Orders, as necessary. Advise facilities that have issues to call back to Facilities Group Supervisor at 718-354-4286.</p>																	
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b> <table border="1"> <thead> <tr> <th>Name/Function</th> <th>Radio: Freq./System/Channel</th> <th>Phone</th> <th>Cell/Pager</th> </tr> </thead> <tbody> <tr> <td>Sector New York Command Center</td> <td>Secure: CG-111</td> <td>718-354-4141</td> <td></td> </tr> <tr> <td>Sector New York Situation Unit</td> <td>VHF – FM 21A</td> <td>718-354-4193</td> <td></td> </tr> </tbody> </table>						Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager	Sector New York Command Center	Secure: CG-111	718-354-4141		Sector New York Situation Unit	VHF – FM 21A	718-354-4193	
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager														
Sector New York Command Center	Secure: CG-111	718-354-4141															
Sector New York Situation Unit	VHF – FM 21A	718-354-4193															
<b>10. Other Attachments (as needed)</b> <p>1) MARSEC_Heavy Wx_Regions_Diagram – Can be found in shared Folder Below            \\D01ms-yesd3-fap\Shared-Folders\SECTOR NY\PREVENTION DEPARTMENT\SAFETY &amp; SECURITY OPERATIONS\3. Shoreside Compliance Branch\Facilities\Facilities Admin\Security and Safety Tracking logs\Heavy Weather</p>																	
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>11. Reviewed by</b>		<b>Date/Time</b>												
			<b>12. Approved by</b>		<b>Date/Time</b>												

# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Command & General Staff		<b>4. Division/Group/Staging</b> Incident Command Representative			
<b>5. Operations Personnel</b> Incident Command Representative		Name Sector New York		Affiliation Contact # (s)	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<p><input type="checkbox"/> Ensure all Department Heads, stations, vessels have accounted for their personnel and report status to Logistics Section Chief.</p> <p><input type="checkbox"/> Message traffic will be sent by CCGDONE directing units to report Assessment &amp; Recovery Phase. Upon completion of Assessment &amp; Recovery Phase direct the sending of Message traffic by the SDO to CCGDONE, info LANT/D1 Command Center.</p> <p><input type="checkbox"/> Promptly report status of Assessment &amp; Recovery Phase to the Sector Commander/COTP and any other updated information.</p> <p><input type="checkbox"/> Direct SDO to draft and release SITREP as required by D1.</p> <p>(Additional SITREPs are submitted as significant changes occur. After the storm has passed, SITREPs will be sent daily until response operations are completed. They are serially numbered with the final so noted. SITREPs will include weather information in order to reduce the number of messages. Sample SITREP is in ANNEX W to CCGDONE OPLAN 9710.</p>					
<b>8. Special Instructions</b>					
No unit asset shall leave their safe haven hurricane moorings or anchorages until directed by the Operations Section Chief that the storm has passed and clear of the Sector New York's AOR. During transits to the homeport and while conducting ATON surveys, units are urged to use caution and be on the lookout for floating debris and hazards to navigation from expected flood runoff. Report any hazards to navigation to the COMCEN for inclusion in a safety notice to mariners.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>Emergency Communications</b>					
Medical _____		Evacuation _____		Other _____	
<b>10. Other Attachments (as needed)</b>					
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>12. Reviewed by</b>	
				<b>Date/Time</b>	
				<b>13. Reviewed by (PSC)</b>	
				<b>Date/Time</b>	

# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From:      To:		<b>Assignment List</b> <b>ICS 204-CG</b>													
<b>3. Section</b> Operations Section		<b>4. Division/Group/Staging</b> Marine Environmental Response Group /Pollution Response															
<b>5. Operations Personnel</b> <table border="0"> <tr> <td>Name</td> <td>Affiliation</td> <td>Contact # (s)</td> </tr> <tr> <td>Operations Section Chief:</td> <td></td> <td></td> </tr> <tr> <td>Deputy Section Chief:</td> <td></td> <td></td> </tr> <tr> <td>Division/Group Supervisor:</td> <td>IMD MER Leader</td> <td></td> </tr> </table>						Name	Affiliation	Contact # (s)	Operations Section Chief:			Deputy Section Chief:			Division/Group Supervisor:	IMD MER Leader	
Name	Affiliation	Contact # (s)															
Operations Section Chief:																	
Deputy Section Chief:																	
Division/Group Supervisor:	IMD MER Leader																
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions																	
Strike Team/Task Force/Resource Identifier	FOSCR	Phone Contact #	# of Persons	Pollution Responder													
RESPONSE TEAM 1			2		■												
RESPONSE TEAM 2			2		■												
RESPONSE TEAM 3			2		■												
OVERFLIGHT TEAM			1		■												
RESPONSE ADMIN TEAM			1		■												
B-UP RESPONSE TEAM 4			2		■												
B-UP RESPONSE TEAM 5			2		■												
<b>7. Work Assignments</b> <p>The primary purpose of the Pollution Response Patrols are to identify and mitigate any pollution sources or threats by conducting shore-side and waterside patrols, as well as an over flight of the storm affected areas. Patrols will also identify debris/ hazards to navigation, missing / off-station ATON, and unsafe conditions at waterfront facilities.</p> <p><input type="checkbox"/> Coordinate landside HARPAT teams throughout the port to identify pollution sources/ potential pollution sources from damages at waterfront facilities, marinas, piers, and sunken or derelict vessels. Patrols will also identify all encountered hazards to navigation impacting vessel traffic and damages to waterfront structures. Commence at first light.</p> <p><input type="checkbox"/> Response Teams will manage confirmed discharges or Hazardous Material releases that are reported to Sector NY Command Center or via NRC Reports or field reports to the Situation Unit at which time the team will be diverted for pollution investigation and mitigation.</p> <p><b>*All Incidents shall be reported to the Situation Unit at 718-354-####*</b></p>																	
<b>8. Special Instructions:</b> <p>Any ATON discrepancies or hazard to navigation shall be reported to the Situation Unit Leader at 718-354-####.</p> <p>Any SAR or immediate hazards to life and property need to be reported to the SCC at 718-354-4353.</p>																	
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>																	
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager														
IMD/Pollution Response Cell	FOSCR duty cell		347-582-8257														
IMD/Pollution Response Cell	PI # 1		917-597-6423														
IMD/Pollution Response Cell	PI # 2		917-439-5919														
<b>10. Other Attachments (as needed)</b>																	
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>11. Reviewed by</b>		<b>Date/Time</b>												
			<b>12. Reviewed by (OSC)</b>		<b>Date/Time</b>												

# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Logistics Section		<b>4. Division/Group/Staging</b> Admin / Galley / Supply / Engineering			
<b>5. Operations Personnel</b> Logistics Section Chief: Deputy Logistics Section Chief: Division/Group Supervisor:		Name		Affiliation	
				Contact # (s)	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Confirm that essential personnel required to fill critical positions in the Assessment & Recovery Phase ICS organizational structure are accounted for and available for immediate deployment.					
<input type="checkbox"/> Stand up Logistic Section and/or Finance/Admin Section positions as needed to conduct assessment of properties, purchases, and operational costs and track personnel (active, reserve and dependents).					
<input type="checkbox"/> All units and departments should account for their personnel and report status to the Sector CmdCen. Confirm status and assessment of unit personnel (active, reserves & civilian) and verify any family issues that may affect unit personnel status.					
<input type="checkbox"/> Return to evacuated facilities as soon as safety permits. Conduct damage assessment of Coast Guard facilities and receive report of damage assessment of Sector stations and cutters to the Sector CmdCen.					
<input type="checkbox"/> Conduct damage assessment of Coast Guard facilities and vessels. Report any damages, problems or immediate requirements to the Command Center to be included in the SITREP to CCGDONE. Document, photograph and/or videotape all damage to Coast Guard property.					
<input type="checkbox"/> Request the assistance of the Disaster Assistance Response Team (DART) as resource needs dictate.					
<input type="checkbox"/> Begin cleanup. Bulldozers, dump trucks, payloaders, dumpsters, etc. may be needed. As cleanup progresses, double check for damage to structures, buildings, piers, etc. Begin repairs.					
<input type="checkbox"/> Establish temporary housing, messing, sanitation, transportation, communications and security as necessary to begin restoring operational capability for the unit. Within unit's capabilities, provide assistance to the public.					
<input type="checkbox"/> Establish a personnel and family center for processing claims, mutual assistance, counseling, etc. at a location so as not to interfere with operational recovery.					
<input type="checkbox"/> When possible, damaged equipment should be taken out of the impacted area for repairs and replaced with appropriate resources from outside the affected area.					
<input type="checkbox"/> Return to evacuated facilities as soon as safety permits. Release personnel from duty as situation permits.					
<b>8. Special Instructions</b>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>10. Other Attachments (as needed)</b>					
<input checked="" type="checkbox"/> Sector Unit & Personnel Status Reporting Checklist			<input checked="" type="checkbox"/> D1 Unit & Personnel Status Reporting Checklist		
<b>11. Prepared by</b>		<b>12. Reviewed by</b>		<b>13. Reviewed by (PSC)</b>	
Date/Time		Date/Time		Date/Time	



# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Marine Environmental Response Group/ Marine All-Hazard Response			
<b>5. Operations Personnel</b> <div style="display: flex; justify-content: space-between;"> <span>Name</span> <span>Affiliation</span> <span>Contact # (s)</span> </div> <b>Operations Section Chief:</b> Deputy Operations Section Chief: Branch Director: Division/Group Supervisor:					
<b>6. Resources Assigned</b> <span style="float: right;">"X" indicates 204a attachment with additional instructions</span>					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
MAHR Team 1			2		<input type="checkbox"/>
MAHR Team 2			2		<input type="checkbox"/>
MAHR Team 3			2		<input type="checkbox"/>
MAHR Team 4			2		<input type="checkbox"/>
Station New York Small Boats			4		<input type="checkbox"/>
Station Sandy Hook Small Boats			4		<input type="checkbox"/>
<b>7. Work Assignments</b> <input type="checkbox"/> Dispatch MAHR Teams and Station small boats to conduct shoreside and waterside patrols of the storm affected areas. <input type="checkbox"/> Conduct pollution investigations as the incidents are discovered. <input type="checkbox"/> <b>Report findings to the Command Center to be tracked and reported in the SITREP (include damages to facilities, bridges, marinas and vessels, etc) and request follow-up investigations as needed.</b>					
<b>8. Special Instructions</b> <p style="text-align: center;"><b>Ensure teams have adequate comms with Cmd Cen.</b></p>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b> <div style="display: flex; justify-content: space-between;"> <span>Name/Function</span> <span>Radio: Freq./System/Channel</span> <span>Phone</span> <span>Cell/Pager</span> </div>					
<b>10. Other Attachments (as needed)</b> <input type="checkbox"/> <span style="margin-left: 150px;"><input type="checkbox"/></span> <span style="margin-left: 150px;"><input type="checkbox"/></span>					
<b>11. Prepared by</b>		<b>12. Reviewed by</b>		<b>13. Reviewed by (PSC)</b>	
Date/Time		Date/Time		Date/Time	

# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Operation Section Chief			
<b>5. Operations Personnel</b>		Name		Affiliation	
Operations Section Chief:				Sector New York	
Deputy Operations Section Chief:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Operations Department Head shall account for their personnel and report status to Logistic Section Chief. (includes Station and Cutter personnel)					
<input type="checkbox"/> Stations and cutters with a high degree of operational capability and relatively minor damage will return to Seasonal Alert status. Units with major damage and relatively low operational capability will be placed in recovery condition. Submit damage report and advise of any immediate requirements. Document, photograph and/or videotape all damage to Coast Guard property.					
<input type="checkbox"/> Confirm that essential personnel required to fill critical positions in the Assessment & Recovery Phase ICS organizational structure are accounted for and available for immediate deployment.					
<input type="checkbox"/> Dispatch MAHR Teams to conduct shoreside patrols of the storm effected areas. Conduct pollution investigations as the incidents are discovered.					
<input type="checkbox"/> Dispatch Station small boats to conduct waterside patrols of the storm affected areas.					
<b>8. Special Instructions</b>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>10. Other Attachments (as needed)</b>					
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>12. Reviewed by</b>	
				<b>Date/Time</b>	
				<b>13. Reviewed by (PSC)</b>	
				<b>Date/Time</b>	

# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b> _____		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Prevention			
<b>5. Operations Personnel</b>		Name		Affiliation	
Operations Section Chief:				Sector New York	
Deputy Operations Section Chief:				Sector New York	
Branch Director:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<input type="checkbox"/> Operations Section Chief shall account for their personnel and report status to Logistics Section Chief. (includes ANT Team units' personnel)					
<input type="checkbox"/> ANT Team units with a high degree of operational capability and relatively minor damage will return to Seasonal Alert status. Units with major damage and relatively low operational capability will be placed in recovery condition. Submit damage report and advise of any immediate requirements. Document, photograph and/or videotape all damage to Coast Guard property.					
<input type="checkbox"/> Confirm that essential personnel required to fill critical positions in the Assessment & Recovery Phase ICS organizational structure are accounted for and available for immediate deployment.					
<b>8. Special Instructions</b>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
<b>10. Other Attachments (as needed)</b>					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<b>11. Prepared by</b>	<b>Date/Time</b>	<b>12. Reviewed by</b>	<b>Date/Time</b>	<b>13. Reviewed by (PSC)</b>	<b>Date/Time</b>

## Appendix 7 to Annex X- Execution Checklist

# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch I</b> <b>Operations Section</b>		<b>4. Division/Group/Staging</b> <b>Marine Inspections Group/Vessel Assessment Teams</b>			
<b>5. Operations Personnel</b>		<b>Contact # (s)</b>			
Operations Section Chief:		Sector New York			
Deputy Operations Section Chief:		Sector New York			
Branch Director:		Sector New York			
Division/Group Supervisor:		Sector New York			
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<input type="checkbox"/> Dispatch resources to conduct damage assessment to commercial vessels along the Sector New York waterways and their tributaries, as reports come in.  <input type="checkbox"/> Report damage assessment to the Command Center to be tracked and reported in the SITREP.					
<b>8. Special Instructions</b>					
<b>Teams ensure adequate comms with Cmd Cen.</b>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager	
<b>Emergency Communications</b>					
Medical _____		Evacuation _____		Other _____	
<b>10. Other Attachments (as needed)</b>					
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>11. Prepared by</b>		<b>12. Reviewed by</b>		<b>13. Reviewed by (PSC)</b>	
Date/Time		Date/Time		Date/Time	

# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From: _____ To: _____		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch</b> Planning Section		<b>4. Division/Group/Staging</b> Contingency Planning/Force Readiness			
<b>5. Operations Personnel</b>		Name		Affiliation	
Planning Section Chief:				Sector New York	
Deputy Planning Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
<b>7. Work Assignments</b>					
<input type="checkbox"/> Notify Department Heads to execute the Assessment & Recovery Phase Incident Action Plan. <input type="checkbox"/> Department Heads shall account for their personnel and report status to Logistics Section Chief. <input type="checkbox"/> Send Safety Marine Information Bulletin to all port stakeholders through HOMEPOR and distribution lists. <input type="checkbox"/> <b>Coordinate with the Operations Section Chief and Incident Management Division Supervisor the need for additional personnel to fill position in the ICS organizational structure.</b> Make recommendation to Sector Commander.					
<b>8. Special Instructions</b>					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone Cell/Pager/Fax	
<b>10. Other Attachments (as needed)</b>					
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>12. Reviewed by</b>	
				<b>Date/Time</b>	
				<b>13. Reviewed by (PSC)</b>	
				<b>Date/Time</b>	

# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From:      To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Branch I</b> <b>Planning Section</b>		<b>4. Division/Group/Staging</b> <b>MTSRU Group/ Facilities Rep</b>			
<b>5. Operations Personnel</b>		Name		Affiliation	
Operations Section Chief:				Sector New York	
Deputy Operations Section Chief:				Sector New York	
Branch Director:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# Of Persons	Reporting Info/Notes/Remarks	
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
<b>7. Work Assignments</b>					
<input type="checkbox"/> Take reports from facilities Response teams for input to MTSRU					
<b>8. Special Instructions</b>					
<input type="checkbox"/> Ensure teams have adequate comms with Cmd Cen/IMT. <input type="checkbox"/> Pollution or unsafe condition witnessed during assessment should immediately be reported to the Incident Command Post.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone      Cell/Pager	
<b>10. Other Attachments (as needed)</b>					
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>11. Prepared by</b>		<b>12. Reviewed by</b>		<b>13. Reviewed by (PSC)</b>	
Date/Time		Date/Time		Date/Time	

Enclosure 1

**Hurricane and Severe Weather Plan**

Post Storm/Hurricane Facility Assessment

Oil terminals

Date: \_\_\_\_\_

Facility Name: \_\_\_\_\_

Address: \_\_\_\_\_

POC: \_\_\_\_\_

Phone/Fax/Email: \_\_\_\_\_

---

☐ Were heavy weather preparations made to ensure compliance with all action requirements from the Sector New York Hurricane and Severe Weather Plan? Yes / No

☐ Is there damage to MTR affecting the ability to safely transfer? Yes / No

Conduct 154 Spot Check and indicate MISLE activity number: \_\_\_\_\_

☐ Is there damage to pier affecting mooring arrangements? Yes / No

☐ Is there sufficient containment capacity (ie- rainwater drained)? Yes / No

☐ Additional infrastructure damage details:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ Does any damage require permission to deviated from the FSP? Yes / No

☐ Damage resulting in MTSA related equipment in a state of non-compliance:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Conduct 105 Spot Check and indicate MISLE activity number: \_\_\_\_\_

☐ Is this facility is in a ready state to safely receive a vessel? Yes/No

**Pollution or unsafe condition witnessed during assessment should immediately be reported to the Incident Command Post.**



## Appendix 7 to Annex X- Execution Checklist

Enclosure 1

### **Hurricane and Severe Weather Plan**

Post Storm/Hurricane Facility Assessment  
Container terminals

Date: \_\_\_\_\_  
Facility Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
POC: \_\_\_\_\_  
Phone/Fax/Email: \_\_\_\_\_

---

☐ Were heavy weather preparations made to ensure compliance with all action requirements from the Sector New York Hurricane and Severe Weather Plan? Yes / No

☐ Is there damage to MTR affecting the ability to safely transfer? Yes / No

☐ Is there damage to pier affecting mooring arrangements? Yes / No

☐ Is there damage to any containers at the terminal? Yes / No

☐ Additional infrastructure damage details:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ Damaged containers' numbers and details:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ Does any damage require permission to deviated from the FSP? Yes / No

☐ Damage resulting in MTSA related equipment in a state of non-compliance:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Conduct 105 Spot Check and indicate MISLE activity number: \_\_\_\_\_

☐ Is this facility is in a ready state to safely receive a vessel? Yes/No

**Pollution or unsafe condition witnessed during assessment should immediately be reported to the Incident Command Post.**

Enclosure 1

**Hurricane and Severe Weather Plan**

Post Storm/Hurricane Facility Assessment

Bulk terminals

Date: \_\_\_\_\_

Facility Name: \_\_\_\_\_

Address: \_\_\_\_\_

POC: \_\_\_\_\_

Phone/Fax/Email: \_\_\_\_\_

---

☐ Were heavy weather preparations made to ensure compliance with all action requirements from the Sector New York Hurricane and Severe Weather Plan? Yes / No

☐ Is there damage to MTR affecting the ability to safely transfer? Yes / No

☐ Is there damage to pier affecting mooring arrangements? Yes / No

☐ Additional infrastructure damage details:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ Does any damage require permission to deviated from the FSP? Yes / No

☐ Damage resulting in MTSA related equipment in a state of non-compliance:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Conduct 105 Spot Check and indicate MISLE activity number: \_\_\_\_\_

☐ Is this facility is in a ready state to safely receive a vessel? Yes/No

**Pollution or unsafe condition witnessed during assessment should immediately be reported to the Incident Command Post.**

Enclosure 1

**Hurricane and Severe Weather Plan**

Post Storm/Hurricane Facility Assessment

Passenger terminals

Date: \_\_\_\_\_

Facility Name: \_\_\_\_\_

Address: \_\_\_\_\_

POC: \_\_\_\_\_

Phone/Fax/Email: \_\_\_\_\_

---

☐ Were heavy weather preparations made to ensure compliance with all action requirements from the Sector New York Hurricane and Severe Weather Plan? Yes / No

☐ Is there damage to pier affecting mooring arrangements? Yes / No

☐ Is there storm damage creating hazards to passengers embarking/disembarking the vessels?  
Yes / No

☐ Additional infrastructure damage details:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ Does any damage require permission deviation from the FSP? Yes / No

☐ Damage resulting in MTSA related equipment in a state of non-compliance:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Conduct 105 Spot Check and indicate MISLE activity number: \_\_\_\_\_

☐ Is this facility is in a ready state to safely receive a vessel? Yes/No

**Pollution or unsafe condition witnessed during assessment should immediately be reported to the Incident Command Post.**

# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From:      To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Section</b> Operations Section		<b>4. Division/Group/Staging</b> Waterside Pollution Response Group			
<b>5. Operations Personnel</b>		Name		Affiliation	
Operations Section Chief:				Sector New York	
Deputy Section Chief				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b> "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	FOSCR	Phone Contact #	# of Persons	Pollution Responder	
RESPONSE TEAM 1			2		■
RESPONSE TEAM 2			2		■
RESPONSE TEAM 3			2		■
OVERFLIGHT TEAM			1		■
RESPONSE ADMIN TEAM			1		■
B-UP RESPONSE TEAM 4			2		■
B-UP RESPONSE TEAM 5			2		■
<b>7. Work Assignments</b>					
<p>The primary purpose of the Pollution Response Patrols is to identify and mitigate any pollution sources or threats by conducting shore-side and waterside patrols, as well as an over flight of the storm affected areas. Patrols will also identify debris/ hazards to navigation, missing / off-station ATON, and unsafe conditions at waterfront facilities.</p> <p><input type="checkbox"/> Coordinate landside HARPAT teams throughout the port to identify pollution sources/ potential pollution sources from damages at waterfront facilities, marinas, piers, and sunken or derelict vessels. Patrols will also identify all encountered hazards to navigation impacting vessel traffic and damages to waterfront structures. Commence at first light.</p> <p><input type="checkbox"/> Response Teams will manage confirmed discharges or Hazardous Material releases that are reported to Sector NY Command Center or via NRC Reports or field reports to the Situation Unit at which time the team will be diverted for pollution investigation and mitigation.</p>					
<b>8. Special Instructions:</b>					
Any ATON discrepancies or hazard to navigation shall be reported to the Situation Unit Leader at 718-354-4068.					
Any SAR or immediate hazards to life and property need to be reported to the SCC at 718-354-4353.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager		
IMD/Pollution Response Cell	FOSCR duty cell		347-582-8257		
IMD/Pollution Response Cell					
IMD/Pollution Response Cell					
<b>10. Other Attachments (as needed)</b>					
TBD					
<b>11. Prepared by</b>		<b>Date/Time</b>	<b>11. Reviewed by</b>		<b>Date/Time</b>
			<b>12. Reviewed by</b>		<b>Date/Time</b>

# Appendix 7 to Annex X- Execution Checklist

<b>1. Incident Name</b>		<b>2. Operational Period (Date/Time)</b> <b>Post Storm Assessment &amp; Recovery Phase</b> From:                      To:		<b>Assignment List</b> <b>ICS 204-CG</b>	
<b>3. Section</b> Operations Section		<b>4. Division/Group/Staging</b> Waterways Assessment Group			
<b>5. Operations Personnel</b>		<b>Name</b>		<b>Affiliation</b>	
Operations Sections Chief:				Sector New York	
Division/Group Supervisor:				Sector New York	
Division/Group Supervisor:				Sector New York	
<b>6. Resources Assigned</b>		"X" indicates 204a attachment with additional instructions			
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# of Persons	Reporting Info/Notes/Remarks	
Add as needed					
<b>7. Work Assignments</b>					
<b>Waterways Management:</b>					
<input type="checkbox"/> Draft/send appropriate post storm Marine Safety Information Bulletin (MSIB) to notify the marine community and ensure proper distribution.					
<input type="checkbox"/> Liaison with ACOE regarding federal response to any storm effected areas.					
<input type="checkbox"/> If AIRSTA aircraft is available survey the following areas: Ambrose Chanel, Raritan & Sandy Hook Bay, Upper NY Bay, Newark Bay, Arthur Kill, East and Hudson Rivers, Kill Van Kull, Port of Albany					
<input type="checkbox"/> <b>Track damage assessment reports using CART (include ATON, federal channel, facilities, bridges, vessels and oil pollution, etc) and request follow-up investigations as needed.</b>					
<input type="checkbox"/> Review Port Hurricane Assessment and Recovery Phase.					
<b>ATON Officer:</b>					
<input type="checkbox"/> Dispatch appropriate resources to implement an ATON assessment within 72 hours after storm passes.					
Station Sandy Hook will verify ATON within their AOR minus Ambrose Channel.					
Station Kings Point will verify ATON within their AOR to Hell Gate in the East River.					
Station New York will verify ATON in the KVK, Arthur Kill, Newark Bay & Jamaica Bay.					
ANT Saugerties will verify ATON within their AOR.					
Sturgeon Bay or any Alpha Cutter will verify ATON in Ambrose Channel.					
ANT NY will verify ATON in Hudson river below Newburg on their way down, Upper Bay and smaller waterways.					
 <input type="checkbox"/> <b>Report any damage assessment or effected waterways to the Command Center to be tracked and reported in the CART (include ATON, federal channel, facilities, bridges, vessels and oil pollution, etc) and request follow-up investigations as needed.</b>					
<b>8. Special Instructions</b>					
Any ATON discrepancies, bridge damage and pollution or hazard to navigation shall be reported to the SCC at 718-354-4353.					
Any SAR or immediate hazards to life and property need to be reported to the SCC at 718-354-4353.					
<b>9. Communications (radio and/or phone contact numbers needed for this assignment)</b>					
Name/Function		Radio: Freq./System/Channel		Phone                      Cell/Pager	
Report any ATON discrepancies, hazards to navigation, bridge damage and pollution to the Command Center as soon as they are discovered by the most expeditious method.					
<b>10. Other Attachments (as needed)</b>					
TBD					
<b>11. Prepared by</b>		<b>Date/Time</b>		<b>12. Reviewed by</b>	
				<b>Date/Time</b>	
				<b>13. Reviewed by</b>	
				<b>Date/Time</b>	

## Appendix 7 to Annex X- Execution Checklist

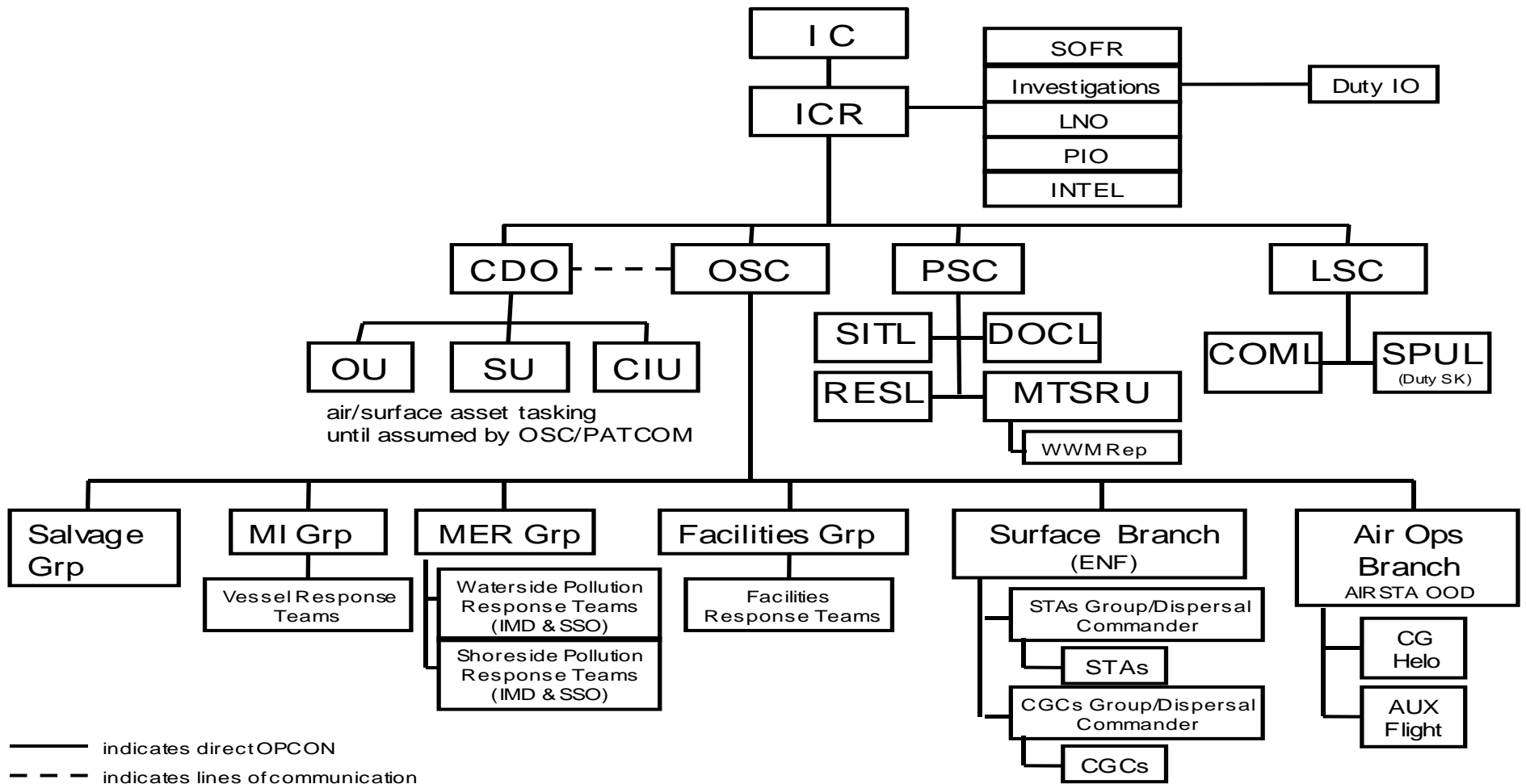
<b>MEDICAL PLAN</b>	1. Incident Name	2. Date Prepared	3. Time Prepared	4. Operational Period				
	_____							
5. Incident Medical Aid Station								
Medical Aid Stations		Location			Paramedics Yes No			
Sick Bay		Sector New York				X		
6. Transportation								
A. Ambulance Services								
Name	Address		Phone		Paramedics Yes No			
Richmond University Medical Center	355 Bard Avenue, Staten Island, NY 10310		Emergency 911		X			
Staten Island University Hospital	475 Seaview Avenue, Staten Island, NY 10305		Emergency 911		X			
New York and New Jersey	All areas utilize 911 for emergencies some services may or may not have paramedics.		Emergency 911		X	X		
B. Incident Ambulances								
Name	Location			Paramedics Yes No				
	N/A							
7. Hospitals								
Name	Address	Travel Time Air / Ground		Phone	Helipad Yes No		Burn Center Yes No	
Richmond University Medical Center	355 Bard Avenue, Staten Island, NY 10310		10 min	(718) 818-1234		X		X
Staten Island University Hospital	475 Seaview Avenue, Staten Island, NY 10305		10 min	(718) 351-6827	X		X	

## Appendix 7 to Annex X- Execution Checklist

7. Hospitals Cont.								
Name	Address	Travel Time Air / Ground		Phone	Helipad Yes No		Burn Center Yes No	

8. Medical Emergency Procedures	
Document all incident related injuries/illnesses	
Communicate any and all loss or degradation of medical services/resources to the duty HS (X4816)	
Notify the Duty HS of all incident related injuries/illnesses that required medical attention via Nextel (609) 780-5478.	
* <b>For Dive accidents:</b> contact 911. Member will be transferred via FDNY or EMS to Staten Island University Hospital. Only Hospital with a <b>Hype baric Chamber</b> in the local area.	
Prepared by (Medical Unit Leader)	10. Reviewed by (Safety Officer)

## Hurricane Post-Impact Org Chart





## **Instructions for Completing EEIs**

**Introduction:** This enclosure provides additional information on the development of the Essential Elements of Information (EEIs) for MTS recovery and restoration. It is intended to be used with enclosures (2), the applicable EEIs for the New York COTP Zone.

### **Completing the EEI Templates**

**Block 1;** Measurement Definitions – This block contains the standard definitions for each of the required EEIs. In most cases the EEIs will include one measure for recovery and one for restoration. In some cases the two measures are combined. These definitions should not be changed. They form the basis for the common language that the Coast Guard will use to gain situational awareness after incidents affecting the MTS.

**Block 2;** Amplifying Information – This block is used to provide any information that may be helpful to better understand the EEI, particularly in the context of a specific AOR. At a minimum the baseline data for each measure should be provided in this section. In most cases the recovery and restoration measures will have the same baseline. In some cases baselines will be different. The templates provide a generic description of the baselines. It is critical to know the baseline before an incident occurs so that the impact can be quickly quantified afterwards. It may be necessary to update the baseline information on an annual or semi-annual basis.

Block 2 may also be used to provide any other amplifying information useful to the MTS Recovery Unit or useful to communicate with stakeholders. For example, it may be useful to include secondary measures in this block, such as, ATON that are currently not watching properly, how many are fixed, floating or ranges. Sector Commanders are encouraged to develop secondary tier measures to gain more refined situational awareness.

**Block 3;** Data Sources – This section of the template is intended to provide the MTS Recovery Unit with the information they need to gather the data required by the EEI. The templates include generic examples of data sources that may or may not be useful. The more specifically the data sources are identified, the more useful they will be. When specific groups or individuals are identified as data sources, it is critical that they understand the measures and baselines, and are prepared to provide the data after an incident.

**Block 4;** Stakeholders – This section is used to identify likely stakeholders who are either critical to gaining an understanding of the specific EEI, or who may have a “need to know” of the status of the EEI. The templates include generic examples of stakeholders that may or may not be useful. The more specifically the stakeholders are identified, the more useful they will be. Many of the stakeholders listed will participate with the MTS Recovery Unit.

**Block 5;** Frequently Asked Questions – This section is intended to help the MTS Recovery Unit anticipate the question the stakeholders, the general public or the media might ask in regard to each EEI. This is particularly useful if the templates are posted on-line and accessible to the entire response organization or the general public. It may be useful to engage the Joint Information Center when developing the FAQs. The templates in enclosure (3) provide some typical FAQs and some generally applicable answers.

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Maritime Transportation System Recovery</b>	Section
		Appendix 8 to Annex X

# Appendix 8 To Annex X

## Maritime Transportation System Recovery

Revised 31 July 12	Authorities			Appendix 8 to Annex X
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

## Appendix 8 to Annex X- Execution Checklist

Subj: MARINE TRANSPORTATION SYSTEM RECOVERY

DEFINITIONS. For the purposes of this instruction, the following definitions apply:

a. Recovery: Returning MTS infrastructure (ATON, Waterways, Bridges, etc) to a status that allows port facilities to operate and transportation to return to "near normal." This is accomplished through activities and with resources controlled either by the Coast Guard or by agencies and industry partners with whom we have pre-established working relationships. Recovery efforts can typically be completed within 90 days of an incident.

b. Restoration: Returning the MTS to pre-incident capacity. Restoration can be a much longer-term effort and is often governed by factors well beyond port level Coast Guard control. It may require initiatives governed by regional or national level interagency policies.

b. Track and report the status of MTS infrastructure recovery through the use of consistent Essential Elements of Information provided in this instruction. (1 Aug 06). To help ensure consistent awareness of and focus on MTS recovery and to provide a common language throughout the LANTAREA, a standard set of EEIs listed below shall be tracked and reported by Sector and District Commanders. Sector Commanders shall report the EEIs that are appropriate for each incident, and shall add EEIs as needed to accurately convey the status of MTS recovery.

- (1) These same EEIs should be part of the daily situational brief and SITREPS, and should be used by the Unified Command to set operational objectives (EEIs):
- (2) Enclosures (1) through (3) of this instruction are intended to aid District and Sector Commanders in the development of the required EEIs and necessary supporting information.
  - (a) Enclosure (1) provides step-by step directions to develop each of the EEIs.
  - (b) Enclosure (2) is an example of a completed EEI from the Hurricane Katrina response. It includes information applicable to the area impacted by Katrina.
  - (c) Enclosure (3) is a set of generic EEI templates, one for each of the EEIs listed above. These templates in enclosure (3) shall be customized as described in Enclosure (1) for each AOR. It is envisioned that the EEI templates will comprise the core of the MTS Recovery Plan required by paragraph 7.c.
- (3) Sector Commanders shall use the EEI definitions provided in Enclosure (3). They are intended to be high level measures that give a

Appendix 8 to Annex X- Execution Checklist

concise status of the MTS. Their consistent use will ensure a common language and allow Districts and Area to develop accurate composite EEIs. However, Sector Commanders are encouraged to develop and use second tier measures as necessary to gain more robust awareness and better manage port-level recovery efforts. For example, Sector Commanders may want to track the status of ATON based on the priority of each aid, even though the EEI defined in enclosure (3) groups all ATON together. As our use of these EEIs matures we will add the capacity to make these distinctions at all levels.

- c. Incorporate MTS recovery measures into appropriate contingency plans (1 Sep 06). Sector Commanders shall develop MTS Recovery Plans or MTS Recovery Annexes to existing contingency plans. District Commanders may develop similar plans or annexes for appropriate District-wide contingency plans. The MTS Recovery Plans may be developed for all hazards and may be cross-referenced for easy incorporation into Area Contingency Plans, Area Maritime Security Plans, Heavy Weather/Hurricane Plans and others plans as deemed appropriate by District and Sector Commanders.

- |  |                                      |
|--|--------------------------------------|
| • ATON                                   | • Recreational Vessels               |
| • Federal Channels                       | • Bulk liquid facilities             |
| • Bridges                                | • Shipyards                          |
| • Locks                                  | • Containerized Cargo Facilities     |
| • National Distress Monitoring System    | • Non-Containerized Cargo Facilities |
| • Real-Time Waterway Measurement Systems | • Intermodal Connections             |
| • Deep Draft Shipping                    | • Offshore Pipelines                 |
| • Shallow Draft Shipping                 | • Offshore Production (Gas and Oil)  |
| • High Capacity Passenger Vessels &      | • Oil Pollution                      |

## Appendix 8 to Annex X- Execution Checklist

### Ferries

- Commercial Fishing
- Small Passenger Vessels
- Hazmat Incidents
- Vessel Salvage/Wreck Removal

### LANTAREAINST 16001.1

- (1) MTS Recovery Plans should address the response organization, including the composition of and logistics for the MTS Recovery Unit. At a minimum plans should also:
  - (a) Identify resources, agencies involved, and courses of action for the recovery of public infrastructure such as ATON, communications systems, and federal channels.
  - (b) Prioritize recovery operations (including prioritization of ATON, and waterways as appropriate).
  - (c) Identify and prioritize critical infrastructure and key resources.
  - (d) Assign responsibility, identify data sources, and define the baseline for each of the EEIs in enclosure (3) and any other measures appropriate in each port.
- d. Identify long-term restoration issues that fall outside the purview of the Coast Guard response organization (event driven, after 1 Sep 06).
  - (1) At some point in the response to an incident that significantly impacts the MTS, infrastructure recovery issues have been addressed as well as they can be by the response organization. There are no longer issues related to the application of response resources or implementation of short-term measures as “work arounds” for impacted infrastructure. The issues that remain are best addressed by long term legislative or regulatory initiatives, national policies or investment priorities, economic incentive packages and other such devices outside the purview of the response organization.
  - (2) One vital role of the Coast Guard is, to the extent possible, identify and document these long-term restoration issues. The MTS Recovery Unit shall prepare, as part of the demobilization report, a list of issues impacting MTS restoration that can be forwarded within the interagency for action. This report must be finished and forwarded via the chain of command to LANTAREA (Ap) before demobilization of the MTS Recovery Unit. The report should include the status of each of the recovery and restoration measures described in enclosure (3), a list of recommend legal, regulatory or policy initiatives to address the outstanding MTS infrastructure issues, and a list of stakeholder concerns regarding infrastructure restoration.

### 2. Completing the EEI Templates

## Appendix 8 to Annex X- Execution Checklist

- a. Block 1; Measurement Definitions – This block contains the standard definitions for each of the required EEIs. In most cases the EEIs will include one measure for recovery and one for restoration. In some cases the two measures are combined. These definitions should not be changed. They form the basis for the common language that the Coast Guard will use to gain situational awareness after incidents affecting the MTS.
- b. Block 2; Amplifying Information – This block is used to provide any information that may be helpful to better understand the EEI, particularly in the context of a specific AOR. At a minimum the baseline data for each measure should be provided in this section. In most cases the recovery and restoration measures will have the same baseline. In some cases baselines will be different. The templates provide a generic description of the baselines. It is critical to know the baseline before an incident occurs so that the impact can be quickly quantified afterwards. It may be necessary to update the baseline information on an annual or semi-annual basis. Block 2 may also be used to provide any other amplifying information useful to the MTS Recovery Unit or useful to communicate with stakeholders. For example, it may be useful to include secondary measures in this block, such as, ATON that are currently not watching properly, how many are fixed, floating or ranges. Sector Commanders are encouraged to develop secondary tier measures to gain more refined situational awareness.
- c. Block 3; Data Sources – This section of the template is intended to provide the MTS Recovery Unit with the information they need to gather the data required by the EEI. The templates include generic examples of data sources that may or may not be useful. The more specifically the data sources are identified, the more useful they will be. When specific groups or individuals are identified as data sources, it is critical that they understand the measures and baselines, and are prepared to provide the data after an incident.
- d. Block 4: Stakeholders – This section is used to identify likely stakeholders who are either critical to gaining an understanding of the specific EEI, or who may have a “need to know” of the status of the EEI. The templates include generic examples of stakeholders that may or may not be useful. The more specifically the stakeholders are identified, the more useful they will be. Many of the stakeholders listed will participate with the MTS Recovery Unit.
- e. Block 5; Frequently Asked Questions – This section is intended to help the MTS Recovery Unit anticipate the question the stakeholders, the general public or the media might ask in regard to each EEI. This is particularly useful if the templates are posted on-line and accessible to the entire response organization or the

## Appendix 8 to Annex X- Execution Checklist

general public. It may be useful to engage the Joint Information Center when developing the FAQs. The templates in enclosure (3) provide some typical FAQs and some generally applicable answers.

3. Tracking the EEIs – Completing the EEI templates should provide the MTS Recovery Unit with a firm understanding of the recovery and restoration measures, and allow them to identify data sources and baseline measures. The next step is to develop a spread sheet or other data base useful to track the required data and display the current status and trend for each EEI. This, in turn, will feed the Situation Unit and inform the setting of operational objectives by the Unified Command.

## Appendix 8 to Annex X- Execution Checklist

### 1 SECTOR NEW YORK CRITICAL INFRASTRUCTURE – BRIDGES

1. Measurement Definitions	
<p>Recovery: Percent Bridges Open to Navigation  The recovery measure indicates the <b>percentage of bridges</b> in the Sector New York AOR through which vessels can transit with the minimum overhead clearance shown on navigational charts. These bridges may be operating with some damage, including locked in the open or up position, missing lights and damaged fenders.</p> <p>Restored: Percent of Bridges Operating in Pre-Incident Condition.  The restoration measure indicates the percentage of bridges in the Sector New York AOR that have been completely repaired and are operating at pre-incident levels.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline: There are 101 bridges in the Sector New York AOR over major, commercial waterways. 33 are fixed bridges, 68 are movable bridges.</li> </ul> <p>There are 143 bridges over non-commercial waterways. 126 of these are fixed bridges, 17 are movable.</p> <ul style="list-style-type: none"> <li>• As bridges become operational or if they are locked open to allow navigation to pass through the bridge site, they are considered recovered, but the baseline does not change.</li> <li>• To move from the recovered status to the restored status, the bridge must be in pre-incident condition. (For this purpose the bridge should be considered restored even if some repairs/improvements are outstanding provided those repairs/improvements were identified pre-incident).</li> </ul>	
3. Data Source(s)	
<ul style="list-style-type: none"> <li>• State and Local Transportation Departments</li> <li>• Railroad Companies</li> <li>• Waterway Users</li> <li>• Intracoastal Canal Association.</li> </ul>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• City and State Ports</li> <li>• Local Port Authorities</li> <li>• Local Port Associations</li> <li>• Intracoastal Canal Association</li> <li>• Local River Maritime Association</li> <li>• American Waterway Operators</li> </ul>	<ul style="list-style-type: none"> <li>• Federal and State Pilots</li> <li>• Towing Companies</li> <li>• Department of Transportation</li> <li>• Federal Railroad Administration</li> <li>• Local Bridge Owners</li> <li>• Railroad Companies</li> </ul>



## Appendix 8 to Annex X- Execution Checklist

### 5. Frequently Asked Questions (FAQs)

- What is the Coast Guard's involvement with bridges ? The Coast Guard assumed responsibility for bridges in 1967 from the Army Corps of Engineers. The Coast Guard is responsible for approval of the location and plans of bridges constructed across navigable waters of the United States. The regulation of drawbridges to balance land and marine transportation needs is another responsibility of the Coast Guard. The Coast Guard also approves the location and plans of international bridges and the alteration of bridges found to be unreasonable obstructions to navigation.
- What is the impact of damaged bridges to the Maritime Transportation System?
- What kind of damage did bridges sustain?
- Do any bridges need to be replaced as a result of the damage?
- What goods have been prevented from delivery as a result of damaged bridges?

## 2 SECTOR NEW YORK CRITICAL INFRASTRUCTURE – BULK LIQUID FACILITIES

### 1. Measurement Definitions

Recovery: Percent of Bulk Liquid Facilities Operating

The recovery measure is the percent of facilities in the Sector New York AORs that are in compliance with federal regulations to the satisfaction of the Coast Guard Captain of the Port and are operational at some capacity – from low level up to and including 100% of their pre-incident capability.

Restoration: Percent of Bulk Liquid Facilities Capable of Operating at Pre-Incident Levels.

The restoration measure is the percent of facilities in the Sector New York AORs that are in compliance with federal regulations to the satisfaction of the Coast Guard Captain of the Port and have the capability to operate at 100% pre-incident levels.

### 2. Amplifying Information

- Baseline: 131 Bulk liquid facilities in the Sector New York AOR
- Number of bulk liquid facilities in the Sector New York AOR.
- A facility is considered restored once the infrastructure (including labor) has been return to per-incident capability, even of the activity level has not returned to pre-incident levels.

### 3. Data Source(s)

- Nations Port  
ACOE: <http://www.usace.army.mil>
- DOT National Emergency Transportation Center (via MARAD)
- DOT Transportation Network Restoration Working Group (via MARAD)
- American Association of Port Authorities: [http://www.aapa-ports.org/pressroom/katrina\\_updates.htm](http://www.aapa-ports.org/pressroom/katrina_updates.htm)
- State Port Association
- City and State Port Authorities
- National Highway Traffic Safety Administration:  
<http://www.nhtsa.dot.gov/USDOTReliefSite/>
- DOE: <http://www.doe.gov>
- Association of Oil Pipelines: [www.aopl.org](http://www.aopl.org)

Appendix 8 to Annex X- Execution Checklist

4. Stakeholders	
<ul style="list-style-type: none"><li>• State Port Authorities</li><li>• Local Towing organizations</li><li>• Trucking and highway transportation companies (Private and DOT)</li><li>• USACE</li><li>• DOT (Federal Highway Association, Federal Motor Carrier Safety Association and Maritime Administration)</li></ul>	<ul style="list-style-type: none"><li>• DHS</li><li>• Federal and State Pilots</li><li>• Waterfront facilities (Bulk Liquid, Refineries, etc.)</li><li>• Railroads</li></ul>

SECTOR NEW YORK CRITICAL INFRASTRUCTURE – BULK LIQUID FACILITIES

5. Frequently Asked Questions (FAQs)
<ul style="list-style-type: none"><li>• What is a liquid bulk facility? Liquid bulk facilities are those facilities that handle liquid cargos subject to regulation under Title 46, Code of Federal Regulations Subchapters D, N and O, Title 33 Code of Federal Regulations Subchapter O and several other regulations. <a href="#">Click</a> here to learn more.</li><li>• Has facility security been affected by the incident? As a matter of policy, we do not publicly disclose information about security plans at specific locations or facilities. Facilities will not be able to operate until they meet the requirements of the Maritime Transportation Security Act (MTSA). The Coast Guard continues to provide robust maritime homeland security to all industry sectors within the maritime domain consistent with the DHS Elevated Homeland Security Advisory threat level (Yellow). The maritime security level has (changed/not changed) (MARSEC 1) as a result of the incident.</li><li>• How many bulk liquid facilities are in the Sector New York AOR and how many have recovered?</li><li>• How many petroleum refineries are not operating?</li><li>• What is the current status of the Port of New York and New Jersey?</li></ul>

### 3 SECTOR NEW YORK CRITICAL INFRASTRUCTURE – CONTAINER CARGO FACILITIES

#### 1. Measurement Definitions

##### Recovery: Percent of Containerized Cargo Facilities Operating

The recovery measure is the percent of containerized cargo facilities in the storm Sector New York AOR that are in compliance with federal regulations to the satisfaction of the Coast Guard Captain of the Port and are operational at some capacity – from low level up to and including 100% of their pre-incident capability.

##### Restoration: Percent of Containerized Cargo Facilities Capable of Operating at Pre-Incident Levels.

The restoration measure is the percent of facilities in the storm Sector New York AOR that are in compliance with federal regulations to the satisfaction of the Coast Guard Captain of the Port and have the capability to operate at 100% pre-incident levels.

#### 2. Amplifying Information

- Baseline: Seven container facilities in the Sector New York AOR. APM, Maher and Port Newark Container terminals are co-located in Port Newark/Port Elizabeth area in Newark Bay. New York Container Terminal is also located nearby on the Arthur Kill. Red Hook and Global Container Terminals are located in the Upper New York Harbor, Port of Albany is up the Hudson River and receives cargo from PANYNJ facilities via the Port Inland Distribution Network.
- A facility is considered restored once the infrastructure (including labor) has been return to per-incident capability, even of the activity level has not returned to pre-incident levels.

#### 3. Data Source(s)

- Port Authority of New York and New Jersey
- Global Terminal & Container Services
- ACOE: <http://www.usace.army.mil>
- DOT National Emergency Transportation Center (via MARAD)
- DOT Transportation Network Restoration Working Group (via MARAD)
- American Association of Port Authorities: <http://www.aapa-ports.org/pressroom/>
- Port of Albany
- National Highway Traffic Safety Administration: <http://www.nhtsa.dot.gov/USDOTReliefSite/>

## Appendix 8 to Annex X- Execution Checklist

4. Stakeholders
<ul style="list-style-type: none"><li>• Local Port Authorities</li><li>• Shipping lines</li><li>• Port/dock workers</li><li>• Trucking and highway transportation companies (Private and DOT)</li><li>• USACE</li><li>• DOT (Federal Highway Association, Federal Motor Carrier Safety Association)</li><li>• DHS</li><li>• Federal and State Pilots</li><li>• Waterfront facilities (Containerized cargo facilities, Warehouses, etc.)</li><li>• Railroads</li><li>• Agriculture Community</li></ul>
5. Frequently Asked Questions (FAQs)
<ul style="list-style-type: none"><li>• How many container facilities are in the Sector New York AOR and how many have recovered?</li><li>• How long will it take to restore containerized cargo facilities to normal operations?</li><li>• How much containerized cargo is waiting to enter ports impacted by the incident?</li><li>• What kind of containerized cargo is waiting to enter affected ports?</li><li>• What kind of damage has been done to containerized cargo handling facilities?</li><li>• How much containerized cargo was lost or damaged as a result of the incident?</li><li>• What impact has the damage to the port facilities had on containerized cargo transport?</li></ul>

## Appendix 8 to Annex X- Execution Checklist

### 5SECTOR NEW YORK CRITICAL INFRASTRUCTURE – LOCKS

1. Measurement Definitions	
<p>Recovered: Percent Locks Open to Navigation.  The recovery measure indicates the number of locks in the Sector New York AOR that are operational in some capacity. These locks may be operating with some damage including missing or damaged fenders and lights and sub-optimal pump or hydraulic performance.</p> <p>Restored: Percent Locks at Pre-Incident Status  The restoration measure indicates the number of locks in the storm Sector New York AOR that are repaired and operating at pre-incident status.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline: There is one federally operated lock on the Hudson River at Troy, NY. There are 12 locks operated by the New York State Canal System located on the Champlain Canal connecting the Hudson River with Lake Champlain. There are also 6 lock on the Erie Canal clustered in the Troy area also operated by NYSCS.</li> <li>• To move from the recovered status to the restored status, the lock must be in pre-incident condition. (For this purpose the lock should be considered restored even if some repairs/improvements are outstanding provided those repairs/improvements were identified pre-incident).</li> </ul>	
3. Data Source(s):	
<ul style="list-style-type: none"> <li>• U.S. Army Corps of Engineers</li> <li>• State Department of Transportation (DOT)</li> </ul> <p>New York State Canal System (New York State Thruway Authority)</p>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• U.S. Army Corps of Engineers</li> <li>• Port Authorities</li> <li>• Waterway Users</li> <li>• U.S. Coast Guard Assets</li> </ul>	<ul style="list-style-type: none"> <li>• State Department of Transportation</li> <li>• Recreational boaters</li> <li>• Commercial fisherman</li> </ul>

## Appendix 8 to Annex X- Execution Checklist

### 5. Frequently Asked Questions (FAQs)

- Why locks are considered a critical infrastructure? Locks are critical to the flow of commercial shipping on the Inland Navigation System. If locks are unable to operate properly, tug and barge traffic cannot effectively move.
- What agencies are responsible for the operation of locks? Federal locks are operated by the U.S. Army Corps of Engineers. State locks are operated by The New York State Canal System, a subsidiary of the New York Thruway Authority.
- What effect does the closure of locks have upon the Maritime Transportation System?



## Appendix 8 to Annex X- Execution Checklist

### 6SECTOR NEW YORK CRITICAL INFRASTRUCTURE – NON-CONTAINERIZED CARGO FACILITIES

1. Measurement Definitions	
<p>Recovery: Percent of Non-Containerized Cargo Facilities Operating</p> <p>The recovery measure indicates the number of non-containerized cargo (bulk/break bulk) facilities in the Sector New York AOR that are in compliance with federal regulations to the satisfaction of the Coast Guard Captain of the Port and are operational at some capacity – from low level up to an including 100% of their pre-incident capability.</p> <p>Restoration: Percent of Non-Containerized Cargo Facilities Capable of Operating at Pre-Incident Levels.</p> <p>The restoration measure indicates the number facilities in the storm Sector New York AOR that are in compliance with federal regulations to the satisfaction of the Coast Guard Captain of the Port and have the <u>capability</u> to operate at 100% pre-incident levels.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline: 47 non-containerized cargo facilities in the Sector New York AOR.</li> <li>• A facility is considered restored once the infrastructure (including labor) has been return to per-incident capability, even of the activity level has not returned to pre-incident levels.</li> <li>• “Non-containerized” cargo facilities are all facilities that are not either containerized or bulk liquid facilities.</li> </ul>	
3. Data Source(s)	
<ul style="list-style-type: none"> <li>• ACOE: <a href="http://www.usace.army.mil">http://www.usace.army.mil</a></li> <li>• DOT Transportation Network Restoration Working Group (via MARAD)</li> <li>• DOT National Emergency Transportation Center (via MARAD American)</li> <li>• Association of Port Authorities: <a href="http://www.aapa-ports.org/pressroom/katrina_updates.htm">http://www.aapa-ports.org/pressroom/katrina_updates.htm</a></li> <li>• City and State Port Associations</li> <li>• City and State Port Authorities</li> <li>• National Highway Traffic Safety Administration: <a href="http://www.nhtsa.dot.gov/USDOTReliefSite/">http://www.nhtsa.dot.gov/USDOTReliefSite/</a></li> </ul>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• DHS</li> <li>• USACE</li> <li>• DOT (Federal Highway Association, Federal Motor Carrier Safety Association and Maritime Administration)</li> <li>• Port Authorities</li> <li>• Towing organizations</li> </ul>	<ul style="list-style-type: none"> <li>• Trucking and highway transportation companies (Private and DOT)</li> <li>• Federal and State Pilots</li> <li>• Waterfront facilities (General Cargo, Warehouses, etc.)</li> <li>• Railroads</li> </ul>

Appendix 8 to Annex X- Execution Checklist

5. Frequently Asked Questions (FAQs)
<ul style="list-style-type: none"><li>• How many non-containerized cargo facilities are in the Sector New York AOR and how many have recovered?</li><li>• What is the current status of the Port of New York/New Jersey?</li></ul>

## 7SECTOR NEW YORK CRITICAL INFRASTRUCTURE – OFFSHORE PIPELINES

Recovery & Restoration measures are combined:  
Current cumulative liquid hydrocarbon and natural gas production supplies from the Outer Continental Shelf (OCS) as percent of average supplies prior to disruption.

### 2. Amplifying Information

- Baseline: No oil or gas pipelines to Outer Continental Shelf production facilities in Sector New York AOR

Average pre-incident cumulative liquid hydrocarbon and natural gas production supply from the OCS (bbl/day, mcf/day)

- It may be appropriate to develop a separate measure for oil pipelines and gas pipelines serving OCS production platforms.

### 3. Data Source(s)

- Department of Transportation (DOT): <http://www.nhtsa.dot.gov/USDOTReliefSite/>
- Office of Pipeline Safety: <http://ops.dot.gov/>
- Minerals Management Service: <http://www.mms.gov/>
- Outer Continental Shelf Facilities
- Association of Oil Pipelines: [www.aopl.org](http://www.aopl.org) .

### 4. Stakeholders

- Refineries, e.g. gasoline, diesel, jet fuel, feed stocks
- Transmission companies
- Power generation, e.g. electricity
- Commercial users, e.g. heating, cooling, cooking

- Residential users, e.g. home heating, cooking
- Manufacturing users, e.g. fertilizer, plastics
- Transportation, e.g. fuel

## Appendix 8 to Annex X- Execution Checklist

### 5. Frequently Asked Questions (FAQs)

- What types of damage did the incident do to the offshore energy infrastructure?
- What are operators doing to return to pre-incident production levels?
- If a production platform can not resume operation after an incident due to a damaged pipeline, will the platform have to remain shut in until after the pipeline repair is affected?
- Was the offshore pipeline system that carries production from the OCS to shore badly damaged?
- How was MMS, the agency that regulates offshore operations, affected by the incident?
- What happens to the platforms that were destroyed?

## 8SECTOR NEW YORK CRITICAL INFRASTRUCTURE – OFFSHORE PRODUCTION

1. Measurement Definitions	
<p>Recovery &amp; Restoration measures are combined:</p> <p>Current cumulative liquid hydrocarbon and natural gas production supplies from the Outer Continental Shelf (OCS) as percent of average supplies prior to disruption by the event. Measure is a surrogate “energy system integrity” indicator by providing data verifying that offshore systems are operational and that downstream systems, e.g. offshore pipelines, onshore pipelines, tank farms, refineries, and transportation networks are able to receive, store, process, and transfer oil and natural from offshore fields to markets throughout the U.S.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline: No oil or gas production on the Outer Continental Shelf in Sector New York AOR</li> </ul> <p>Average pre-incident cumulative liquid hydrocarbon and natural gas production supply from the OCS.</p> <ul style="list-style-type: none"> <li>• As stated above, this measure differs from offshore pipelines as this measure reflects the entire energy system production in the affected region.</li> </ul>	
3. Data Source(s)	
<ul style="list-style-type: none"> <li>• OCS</li> <li>• MMS: <a href="http://www.mms.gov">www.mms.gov</a></li> </ul>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• Refineries, e.g. gasoline, diesel, jet fuel, feed stocks</li> <li>• Transmission companies</li> <li>• Power generation, e.g. electricity</li> <li>• Commercial users, e.g. heating, cooling, cooking</li> </ul>	<ul style="list-style-type: none"> <li>• Residential users, e.g. home heating, cooking</li> <li>• Manufacturing users, e.g. fertilizer, plastics</li> <li>• Transportation, e.g. fuel</li> </ul>

#### 5. Frequently Asked Questions (FAQs)

- How do operators prepare for a hurricane? Operators of facilities in the Outer Continental Shelf (OCS) must have a Hurricane Operations Plan that fully describes the actions that they will take prior to, during, and after a major storm event. Plans outline methods of evacuation, production shut in procedures as a storm intensifies, and how systems will be tested after the storm to ensure their integrity.
- Do people need to be on a platform for it to be in operation? Many sophisticated facilities can be operated remotely by a “Supervisory Control and Data Acquisition (SCADA) System” that allows an engineering to monitor production on an unmanned facility and to shut-it in when conditions warrant. Such operations are carefully monitored by MMS to ensure compliance with pre-approved SCADA plans.
- What is the combined impact of the incident on oil and natural gas production?
- What types of damage occurred to the offshore energy infrastructure?
- What are operators doing to return to pre-incident production levels?
- How long will it take to repair all of the facilities offshore?
- Why aren't undamaged facilities on production?
- How was MMS, the agency that regulates offshore operations, affected by the incident?
- If a production platform can not resume operation after an incident due to a damaged pipeline will the platform have to remain shut in until after the pipeline repair is affected?
- Was the offshore pipeline system that carries production from the OCS to shore badly damaged?
- What happens to the platforms that were destroyed?

## Appendix 8 to Annex X- Execution Checklist

### 10SECTOR NEW YORK CRITICAL INFRASTRUCTURE – SHIPYARDS

#### 1. Measurement Definitions

##### Recovery: Percent of Shipyards Operating

The recovery measure is the percent of shipyards in the storm Sector New York AOR that are in compliance with federal regulations to the satisfaction of the Coast Guard Captain of the Port and are operational at some capacity – from low level up to and including 100% of their pre-incident capability.

##### Restoration: Percent of Shipyards Capable of Operating at Pre-Incident Levels.

The restoration measure is the percent of shipyards in the storm Sector New York AOR that are in compliance with federal regulations to the satisfaction of the Coast Guard Captain of the Port and have the capability to operate at 100% pre-incident levels.

#### 2. Amplifying Information

- Baseline: There 5 are shipyards in the Sector New York AOR which have the capacity to lift vessels over 300GT  
GMD Bayonne  
GMD Brooklyn  
Union  
Caddells  
Feeney's (Kingston).
- A shipyard is considered restored once the infrastructure (including labor) has been return to per-incident capability, even of the activity level has not returned to pre-incident levels.

#### 3. Data Source(s)

- ACOE: <http://www.usace.army.mil>
- DOT National Emergency Transportation Center (via MARAD)
- DOT Transportation Network Restoration Working Group (via MARAD)
- American Association of Port Authorities: [http://www.aapa-ports.org/pressroom/katrina\\_updates.htm](http://www.aapa-ports.org/pressroom/katrina_updates.htm)
- City and State Port Associations
- City and State Port Authorities
- American Bureau of Shipping: [www.eagle.org](http://www.eagle.org)
- National Highway Traffic Safety Administration
- <http://www.nhtsa.dot.gov/USDOTReliefSite/>
- Shipbuilders Council of America: [www.shipbuilders.org](http://www.shipbuilders.org)

Appendix 8 to Annex X- Execution Checklist

4. Stakeholders	
<ul style="list-style-type: none"><li>• Local Port Authority</li><li>• Port Shipping lines</li><li>• Port/dock workers</li><li>• OSHA</li><li>• DHS</li><li>• USACE</li></ul>	<ul style="list-style-type: none"><li>• Waterfront facilities (Shipyards, etc.)</li><li>• Classification Societies</li><li>• ABS</li><li>• Marine Chemists / Industrial Hygienists</li></ul>
5. Frequently Asked Questions (FAQs)	
<ul style="list-style-type: none"><li>• How many shipyards in the Sector New York AOR and how many have recovered?</li><li>• What is the current status of the Port of_____?</li></ul>	



## Appendix 8 to Annex X- Execution Checklist

### 11SECTOR NEW YORK CRITICAL INFRASTRUCTURE – INTERMODAL CONNECTIONS

1. Measurement Definitions	
<p>Recovery: Percent of Intermodal Connections Operating  The recovery measure is the percent of intermodal connections in the storm Sector New York AOR that are operating at some capacity – from low level up to and including 100% of their pre-incident capability.</p> <p>Restoration: Percent of Intermodal Connections of Operating at Pre-Incident Levels.  The restoration measure is the percent of Intermodal Connections in the storm Sector New York AOR that have the <u>capability</u> to operate at 100% pre-incident levels.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline: There are 12 Intermodal rail transfer terminals in the port including on-dock and near-dock facilities. (PANYNJ)</li> </ul>	
3. Data Source(s)	
<ul style="list-style-type: none"> <li>• Port Authority of New York and New Jersey  ACOE: <a href="http://www.usace.army.mil">http://www.usace.army.mil</a></li> <li>• DOT National Emergency Transportation Center (via MARAD)</li> <li>• DOT Transportation Network Restoration Working Group (via MARAD)</li> <li>• American Association of Port Authorities: <a href="http://www.aapa-ports.org/pressroom/katrina_updates.htm">http://www.aapa-ports.org/pressroom/katrina_updates.htm</a></li> <li>• National Highway Traffic Safety Administration</li> <li>• <a href="http://www.nhtsa.dot.gov/USDOTReliefSite/">http://www.nhtsa.dot.gov/USDOTReliefSite/</a></li> <li>• Federal Railways Administration</li> </ul>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• Federal Railways Administration</li> <li>• Federal Highway Administration</li> <li>• Local Port Authority</li> <li>• Port Shipping lines</li> <li>• Port/dock workers</li> </ul>	<ul style="list-style-type: none"> <li>• OSHA</li> <li>• DHS</li> <li>• USACE</li> <li>• Waterfront facilities (Shipyards, etc.)</li> <li>•</li> </ul>
5. Frequently Asked Questions (FAQs)	
<ul style="list-style-type: none"> <li>• How many Intermodal Connections in the Sector New York AOR and how many have recovered?</li> <li>• What is the current status of the Port of _____?</li> </ul>	

## Appendix 8 to Annex X- Execution Checklist

### 12SECTOR NEW YORK CRITICAL INFRASTRUCTURE – NATIONAL DISTRESS MONITORING SYSTEM

1. Measurement Definitions	
<p>Recovery: The recovery measure is the percent of National Distress Monitoring System (NDMS) sites in the Sector New York AOR that are operating at some capacity. Typically this would mean the site is up on alternate power source and/or communication service and/or operated locally. NDMS sites are not considered recovered if the site cannot be controlled.</p> <p>Restoration: The restoration measure is the percent of NDMS sites in the affected that are operating at 100% pre-incident levels.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"><li>• Baseline: Number of NDMS sites in the Sector New York AOR.</li></ul> <p>6 VHF sites: Sandy Hook, Governor's Island, Yonkers, Mount Beacon, Saugerties, Albany, 1 MF/HF DSC site at Sandy Hook No SITOR, NAVTEX or TELEX sites</p> <ul style="list-style-type: none"><li>• NDMS sites are defined as VHF/FM high sites, MF &amp; HF DSC sites, NAVTEX sites, 2182 kHz sites, SITOR (Simplex Teletype Over Radio), Telex.</li></ul>	
3. Data Source(s)	
<ul style="list-style-type: none"><li>• Sector</li><li>• ESD</li><li>• ESU</li><li>• CAMSLANT</li><li>• District "t"</li></ul>	
4. Stakeholders	
<ul style="list-style-type: none"><li>• FEMA</li><li>• ACOE</li><li>• Maritime Public (TBD)</li><li>• TBD</li></ul>	<ul style="list-style-type: none"><li>• Local Government</li><li>• State Government</li><li>• Customs and Boarder Patrol</li></ul>
5. Frequently Asked Questions (FAQs)	
<ul style="list-style-type: none"><li>• TBD</li></ul>	

## Appendix 8 to Annex X- Execution Checklist

### 13SECTOR NEW YORK CRITICAL INFRASTRUCTURE – REAL-TIME W/W MONITORING SYSTEMS

1. Measurement Definitions	
<p>This measure is under development and a completed template will be issued by Atlantic Area by separate correspondence. The recovery measure will indicate the percent of real-time waterway sensing systems (weather buoys, tide and current gauges, P.O.R.T.S. systems) that are functional. The restoration measure will indicate the percent that are operating at pre-incident capability.</p> <p>Recovery: TBD</p> <p>Restoration: TBD</p>	
2. Amplifying Information	
<ul style="list-style-type: none"><li>• Baseline: TBD</li></ul>	
3. Data Source(s)	
<ul style="list-style-type: none"><li>• TBD</li></ul>	
4. Stakeholders	
<ul style="list-style-type: none"><li>• FEMA</li><li>• TBD</li><li>•</li></ul>	<ul style="list-style-type: none"><li>•</li></ul>
5. Frequently Asked Questions (FAQs)	
<ul style="list-style-type: none"><li>• TBD</li></ul>	

## Appendix 8 to Annex X- Execution Checklist

### 14SECTOR NEW YORK VESSELS – COMMERCIAL FISHING

1. Measurement Definitions	
<p>Recovery: Percent Fishing Vessels Capable of Operating The recovery measure is the number of Commercial Fishing Vessels that are able to operate in the area.</p> <p>Restoration: Percent of Fish/Ice houses able to fully supply/support FV industry compared with last year. The restoration measure is the percent of fish/ice houses able to fully supply/support the Commercial Fishing Vessel industry</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline for recovery: 350 Commercial fishing vessels in AOR Pre-incident number of commercial fishing vessels in the Sector New York AOR same time previous year.</li> <li>• Baseline for restoration: 2 Fish/Ice houses in the Sector New York AOR.</li> </ul>	
3. Data Source(s)	
<ul style="list-style-type: none"> <li>• D1 CFVS Coordinator</li> <li>• Local Fishery Management Council</li> </ul>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• Public</li> <li>• Fish / Ice houses</li> </ul>	<ul style="list-style-type: none"> <li>• Owner/Operators</li> <li>• Commercial Fishing Vessel Associations</li> </ul>
5. Frequently Asked Questions (FAQs)	
<ul style="list-style-type: none"> <li>• What is a Commercial Fishing Vessel? An authorized or a duly engaged charter vessel or head boat with a valid commercial vessel permit, as required under 50 CFR Sec. 622.4(a)(2) and does not have a passenger onboard for hire.</li> <li>• What infrastructure is necessary to support a fishing vessel fleet? Fish packaging ice houses, wholesalers, commercial buyers, general public and restaurants.</li> <li>• What licensing is required for CFV masters and/or fleets? <ul style="list-style-type: none"> <li>o Federal – USCG</li> <li>o State</li> <li>o Multi-state</li> </ul> </li> </ul>	

## Appendix 8 to Annex X- Execution Checklist

### 15SECTOR NEW YORK VESSELS – HIGH CAPACITY PASSENGER VESSELS AND FERRIES

1. Measurement Definitions	
<p>Recovery: Percent of Cruise Ship Terminal Operational.  The recovery is focused on infrastructure and indicates the percentage of passenger terminals in the Sector New York AOR ready to receive passengers. Temporary passenger terminals (if established) will not count toward the recovery measure.</p> <p>Restoration: Passenger Throughput.  The restoration measure is focused on operations and indicates the percentage of revenue passengers carried per week when compared with revenue passengers carried the same time previous year.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline for recovery:  There are 3 cruise ship terminals in the Sector New York AOR.  2 major Ferry Terminals  20 small ferry terminals</li> <li>• Baseline for restoration:  Cruise ship Annual Passengers  NYPST 845,000  Bayonne 300,000  Brooklyn: 300,000</li> </ul> <p>Ferry  Staten Island 65,000/day  Small ferries  Number of revenue passenger carried per week from the same time during the previous year.</p>	
3. Data Source(s)	
<ul style="list-style-type: none"> <li>• Local Port Authorities</li> <li>• Cruise Lines – RCCL, NCL, CCL</li> </ul>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• Cruise Lines</li> <li>• City and State Port Authority</li> <li>• Office of Tourism</li> <li>• Local Chamber of Commerce</li> </ul>	<ul style="list-style-type: none"> <li>• CBP</li> <li>• ICCL</li> </ul>

## Appendix 8 to Annex X- Execution Checklist

### 5. Frequently Asked Questions (FAQs)

- What interaction does the Coast Guard have with cruise ships? Ocean-going cruise vessels must meet comprehensive safety and security regulations in order to embark passengers in US ports. Coast Guard personnel board and inspected every quarter.
- When will cruise ships begin operating in impacted ports?
- If the ports are open, why can't the cruise ships pick up passengers?

## Appendix 8 to Annex X- Execution Checklist

### 16SECTOR NEW YORK VESSELS – SMALL PASSENGER VESSELS

1. Measurement Definitions	
<p><b>Recovery: Percent Operational</b>  The recovery measure is focused on infrastructure and indicates the percent of small passenger vessel fleet in the Sector New York AOR that is operational.</p> <p><b>Restoration: Percent Operating</b>  The restoration measure is focused on small passenger vessel operations and indicates activity level as a percentage of activity at the same time last year.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline for recovery: 204 small passenger vessels in the Sector New York AOR.</li> <li>• Baseline for restoration: Pre-incident activity level (passenger count) of small passenger vessels in the Sector New York AOR from the same time during the previous year.</li> </ul>	
3. Data Source(s)	
<ul style="list-style-type: none"> <li>• Passenger Vessel Subcommittee of Harbor Operations Committee PVA</li> <li>• Industry</li> <li>• CGHQ</li> </ul>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• Port Authorities</li> <li>• Local governments</li> <li>• PVA</li> </ul>	<ul style="list-style-type: none"> <li>• Small passenger vessel operators</li> <li>• Local Chambers of Commerce</li> </ul>
5. Frequently Asked Questions (FAQs)	
<ul style="list-style-type: none"> <li>• What is a small passenger vessel?</li> <li>• How many small passenger vessels were damaged or destroyed?</li> <li>• How long will it take for small passenger vessel operations to return to pre-incident levels?</li> <li>• Is the Coast Guard able to inspect all of the small passenger vessels in the impacted area that are due for inspections?</li> <li>• Why are small passenger vessel operations a key measure for the task force?</li> </ul>	

## Appendix 8 to Annex X- Execution Checklist

### 17SECTOR NEW YORK VESSELS – RECREATIONAL VESSELS

1. Measurement Definitions	
<p>This measure is underdevelopment and a completed template will be issued by Atlantic Area by separate correspondence. The recovery measure will indicate the status of recreational boating infrastructure, such as marinas and boat ramps. The restoration measure will indicate the level of recreational boating activity as compared to pre-incident levels.</p> <p>Recovery: TBD</p> <p>Restoration: TBD</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline: TBD</li> </ul>	
3. Data Source(s)	
<ul style="list-style-type: none"> <li>• Public</li> <li>• CGHQ</li> <li>• TBD</li> </ul>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• Local governments</li> <li>• TBD</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
5. Frequently Asked Questions (FAQs)	
<ul style="list-style-type: none"> <li>• TBD</li> </ul>	



## Appendix 8 to Annex X- Execution Checklist

### 18SECTOR NEW YORK ENVIRONMENT – HAZMAT INCIDENTS

1. Measurement Definitions	
<p>Recovery: Percent of HAZMAT incidents assessed.  Recovery measure is the total number of HAZMAT cases on or adjacent to federal waterways with an assessment complete divided by the total number of HAZMAT cases opened.</p> <p>Restoration: Percent of HAZMAT incidents closed.  Restoration measure is the total number of HAZMAT cases on or adjacent to federal waterways that have been closed (i.e., no longer a threat to public health and the environment) divided by the total number of HAZMAT cases opened.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline: Number of HAZMAT cases opened in the Sector New York AOR</li> </ul>	
3. Data Source(s)	
<ul style="list-style-type: none"> <li>• U.S. Coast Guard Sector Commanders (SITREPS)</li> <li>• Environmental Protection Agency On Scene Commanders (OSC)</li> </ul>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• National Response System</li> <li>• Regional Response System</li> <li>• Local Emergency Planning Committee(s)</li> <li>• State Emergency Response Commission(s)</li> <li>• Port Authorities</li> <li>• Disposal facilities</li> </ul>	<ul style="list-style-type: none"> <li>• Local Fire/Hazmat</li> <li>• Contractors</li> <li>• Owner/Operators</li> <li>• Associations</li> <li>• Public individuals &amp; groups</li> </ul>
5. Frequently Asked Questions (FAQs)	
<ul style="list-style-type: none"> <li>• What does HAZMAT assessment mean? Once a HAZMAT incident (actual case or reported hazard) has been identified, it is assigned a case number and assessed by a team of individuals from the USCG, U.S. EPA, NOAA, U.S. Fish &amp; Wildlife, and environmental representatives from the State. An assessment includes a complete analysis of the hazard, prioritized for response actions, and the tactics to be implemented in order to reduce or eliminate the threat to public safety, health and the environment.</li> </ul>	

## Appendix 8 to Annex X- Execution Checklist

### 19SECTOR NEW YORK ENVIRONMENT – OIL POLLUTION 20

1. Measurement Definitions	
<p><b>Recovery: Percent Oil Recovered</b>  The recovery measure is the total amount of product recovered (in barrels of oil) divided by the total amount of recoverable product identified (in barrels of oil).</p> <p><b>Restoration: Percent Cases Closed</b>  The restoration measure is the number medium and major oil spill cases closed (remediation and NRDA either completed or not required) as a percentage of the total number of major and medium spills identified.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline for Recovery: Total amount of recoverable product.</li> <li>• Baseline for Restoration: Total number of major and medium spills opened.</li> </ul>	
3. Data Source(s)	
<ul style="list-style-type: none"> <li>• U.S Coast Guard Sector Commanders SITREPS</li> <li>• U.S Coast Guard On Scene Commander reports</li> <li>• Daily NOAA ESF #10 Reports</li> </ul>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• National Response System</li> <li>• Regional Response System</li> <li>• Local Emergency Planning Committee(s)</li> <li>• State Emergency Response Commission(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Port Authorities</li> <li>• Disposal facilities</li> <li>• Local Fire/Hazmat</li> <li>• Contractors</li> <li>• Owner/Operators</li> <li>• Associations</li> </ul>



#### 5. Frequently Asked Questions (FAQs)

- What does oil discharge removal mean? Removal means containment and removal of oil from the water and shorelines or the taking of other actions necessary to minimize or mitigate damage to the public health or welfare of the United States (including, but not limited to, fish, shellfish, wildlife, public and private property, shorelines and beaches) or to the environment. The term also includes monitoring of action to remove a discharge.
- How is the total amount of spilled oil determined? Determination of total amount spilled includes the amount of spilled oil actually reported to the Coast Guard and the amount of spilled oil estimated from other discharges. Other discharge amounts include point source discharges believed to have occurred in the hurricane impact area. Point source discharges include unidentified sources, small and large (non-bulk & bulk) containers, vessels, household usage (lawnmowers) and household products.
- Why doesn't the amount recovered equal the total amount spilled in reporting documents associated with oil spill response activities? There are many factors that affect the amount recovered. These factors include evaporation, ocean or river currents, viscosity of the oil, wave action, how thick the oil is, how persistent the oil is, the environment oil was spilled in, etc. For example approximately 30% of a light fuel oil, like diesel fuel, will evaporate before it's recovered. Whereas 100% of a gasoline (non-persistent oil) spill will evaporate over time. Likewise, only 5% a heavy fuel oil, like No. 6 fuel oil, will evaporate. Therefore, persistent oils will normally have greater recovery rates than non-persistent oils, but recovery amounts will never equal the total amount spilled.
- What does Natural Resource Damage Assessment (NRDA) mean? Natural resource trustees and potential responsible parties are called upon to participate in a NRDA in order to calculate and assign monetary cost for restoring damage to natural resources that result from discharges of oil to the environment. For oil discharges, NRDA's are conducted under regulations promulgated under the Oil Pollution Act of 1990 (OPA 90).
- What does oil discharge remediation mean? For oil discharges, remediation means those actions consistent with permanent remedy taken instead of, or in addition to, removal action in order to prevent or minimize the environmental threat so that they do not migrate to cause substantial danger to present or future public health or welfare or the environment. The term includes, but is not limited to, such actions as storage, confinement, perimeter protection using dikes, trenches, or ditches, cleanup of discharged products and associated contaminated materials, recycling or reuse, diversion, destruction, segregation of wastes, dredging or excavations, repair or replacement of leaking containers, collection of leachate and runoff, on-site treatment or incineration, provision of alternative water supplies, any monitoring reasonably required to assure that such actions protect the public health and welfare and the environment and, where appropriate, post-removal site control activities.

## Appendix 8 to Annex X- Execution Checklist

### Enclosure (3) to LANTAREAINST 16001.1 ENVIRONMENT – VESSEL SALVAGE/WRECK REMOVAL 22

1. Measurement Definitions	
<p>Recovery: Percent of Salvage Cases Working or Complete  The recovery measure indicates the number of salvage cases that are either actively working or completed as a percentage of the total number of salvage targets identified in the Sector New York AOR.</p> <p>Restoration: Percent of Salvage Cases Complete  The restoration measure indicates the number of salvage cases completed as a percentage of the total number of salvage targets identified in the Sector New York AOR</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline: Number of total salvage targets identified in Sector New York AOR:</li> <li>• The following factors are considered when prioritizing salvage and wreck removal operations; <ul style="list-style-type: none"> <li>o Criticality of the waterway for humanitarian and economic recovery.</li> <li>o High-risk hazard to navigation.</li> <li>o Federal / State critical infrastructure and national asset recovery.</li> <li>o High-risk pollution threat.</li> <li>o Probable pollution threat.</li> <li>o Probable hazard to navigation.</li> </ul> </li> <li>• Risk Based Decision Making methodology in section 6 provides additional amplifying information.</li> </ul>	
3. Data Source(s)	
<ul style="list-style-type: none"> <li>• U.S Coast Guard Sector Commander SITREPS</li> <li>• U.S. Supervisor of Salvage</li> </ul>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• National Response System</li> <li>• Regional Response System</li> <li>• State Emergency Response Commission(s)</li> <li>• Local Emergency Planning Committee(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Contractors</li> <li>• Owner/Operators</li> <li>• Associations</li> <li>• Insurers</li> <li>• Public individuals &amp; groups</li> <li>• Port Authorities</li> </ul>

## Appendix 8 to Annex X- Execution Checklist

### 5. Frequently Asked Questions (FAQs)

- What is used to obtain salvage measures in the Sector New York AOR?  
Salvage measures could include total reuse of the vessel, container or structure; recycle/scraping of reusable parts or systems, and or disposal of entire vessel, container or structure, or non-reusable parts of the system.
- What is the priority for the salvage operations in the area affected? Which should be completed first? The decision depends upon the hazards present and the impact of those hazards on the recovery effort, community, commerce and the environment. The impact of this decision cuts across many of our organizational goals at the same time: safety, security, environmental protection and potentially, homeland security and national defense. Accordingly, this risk assessment method takes these into account.
- How is wreck and removal salvage data being collected?

### 6. Risk Based Decision Making methodology to conduct salvage operations

## Appendix 8 to Annex X- Execution Checklist

- **Methodology:** The Risk Based Decision Making (RBDM) tool selected for this analysis is a Relative Ranking/Risk Indexing approach. This method, used most often as a top-level risk assessment technique, generates an index numbers that provide ordered lists of priorities. This index number is the product of a projected consequence (how bad can it be) and probability (how likely it is to occur). Values of probability and consequence are determined based upon expert judgment against established indices.
- **Consequence:** The Severity Index is a relative measure of consequence of an undesirable outcome that could occur should a salvage operation not be performed. The index chosen is based on the severity index used as part of the 2004 Area Strategic Assessments and National Strategic Assessment, which in turn was heavily influenced by the consequence indexes of the Port Security Risk Assessment (PSRAT), the National Maritime Security Risk Assessment Tool (NRAT), and other risk assessment tools used by the Coast Guard. This index has been modified from the NSA severity index to address issues identified by GAO and to better match the current decision structure.
- **Probability:** A modified Kent scale was adopted for the purpose of this analysis. This scale provides broad enough bands with practical descriptions as to be fairly easy for subject matter experts to estimate the likelihood of an undesirable event. This scale seems well suited for the types of hazards being considered, and the high uncertainty associated with the estimations of the stability of each situation.
- **High-Level Analysis of Salvage Cases:** The Wreck Removal and Salvage Coordination Group uses this tool to perform a high-level analysis of the typical salvage cases types. This analysis served as reality check for the model and validation of the process. Though we anticipate making additional refinements of the tool, the results of the model are generally consistent expectations and consistent with the intuitive risk-assessment by the Group thus far. As this effort progresses this tool will be used to evaluate and prioritize hundreds of cases, particularly those identified as higher risk salvage cases.

## Appendix 8 to Annex X- Execution Checklist

### 23SECTOR NEW YORK WATERWAYS MANAGEMENT – ATON

1. Measurement Definitions	
<p>Recovery: Percent Aids To Navigation (ATON) on Station. Recovery is the percent of aids in the Sector New York AOR known to be on station, although they may temporary aids, may not be displaying the proper light or sound signal, or signals may be at diminished capacity.</p> <p>Restoration: Percent Aids Watching Properly. Restoration is the percentage of the navigation aids in the Sector New York AOR that are fully operational at pre-incident levels.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"><li>• Baseline: 1070 navigation aids in the Sector New York AOR.</li><li>• Some waterways are restricted to daylight navigation only until lighted navigation aids are installed. This will be reflected in both the ATON and the Federal Channels measure.</li></ul>	
3. Data Source(s)	
<p>Field ATON units via CG District Office of Aids to Navigation (OAN) <a href="http://www.navcen.uscg.gov/lnm">http://www.navcen.uscg.gov/lnm</a>.</p> <p>Pilots Professional Mariners</p>	
4. Stakeholders	
<ul style="list-style-type: none"><li>• Pilots</li><li>• U.S. Navy</li><li>• Professional Mariners</li></ul>	<ul style="list-style-type: none"><li>• American Waterway Operators (AWO)</li><li>• Recreational Boat Operators</li></ul>

#### 5. Frequently Asked Questions (FAQs)

- What are Aids to Navigation (ATON)? Short Range Aids to Navigation are buoys, beacons, lights, lighthouses, ranges, sound signals (horns, bells, gongs, and whistles) and radar-reflecting devices. These assist mariners in safely navigating a waterway by marking navigable channels and hazards.
- Where are ATON prescribed? Volume IV "Gulf Coast" Light List, COMDTPUB P16502.4, describes each ATON by type, height, color, flash, exact location, etc. <http://www.navcen.uscg.gov/pubs/LightLists/V4COMPLETE.PDF>
- What is the purpose of an ATON? Aids to navigation assist mariners and boaters in determining their position and safe course, warn them of dangers and obstructions, and promote safe and economic movement of vessel traffic on our nation's waterways.
- What sort of effort has been made to identify & repair ATON in the storm Sector New York AOR? Directly after the storm, all available resources, including ATON, were dedicated for

#### 24SECTOR NEW YORK WATERWAYS MANAGEMENT – ATON

Search & Rescue. Upon being released from SAR about \_\_\_\_ hours after the incident, ATON units began assessing the condition of ATON and making repairs. Currently, \_\_\_\_ Coast Guard Cutters, \_\_\_\_ ATON Teams, in addition to resources from other Coast Guard Districts are focused on restoring ATON to pre-hurricane conditions.

- How are vessels and the boating public being notified of improper aids? By continuously broadcasting notices to mariners via VHF Channel 22 and by published Local Notice to Mariners. <http://www.navcen.uscg.gov/lnm>.
- How many ATONs are affected and where are they located?
- What has been the biggest ATON challenge caused by the incident?
- Why are Aids to Navigation critical to the Marine Transportation System?
- What are the costs associated with establishing temporary aids and replacing aids to navigation destroyed?
- What happened to the ATON that were in place?
- How many aids to navigation were in the area impacted?
- Which Coast Guard units were involved in restoring ATON?
- Will the Coast Guard be able to recover all of the displaced aids?



## 25SECTOR NEW YORK WATERWAYS MANAGEMENT – DEEP DRAFT SHIPPING 26

1. Measurement Definitions	
<p>Recovery: Percent of Channel Available to Deep Draft Shipping. The recovery measure is focused on infrastructure and indicates the percentage of deep draft channels in the storm-Sector New York AOR open to deep draft traffic.</p> <p>Restoration: Restoration: Daily Vessel Arrivals. The restoration measure is focused on shipping activity and indicates the number of daily vessel arrivals as a percentage the average number of daily vessel arrivals same month previous year.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline for Recovery: 21 deep draft channels in the Sector New York AOR.</li> <li>• Baseline for Restoration: Approximately 550 Average daily vessel arrivals during the same month previous year.</li> </ul>	
3. Data Source(s)	
<p>U.S. Army Corps of Engineers – channel depths. Vessel Pilots, Masters, Agents Local Ports National Vessel Movement Center.</p>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• Pilots</li> <li>• U.S. Army Corps of Engineers</li> <li>• Navy MSC</li> </ul>	<ul style="list-style-type: none"> <li>• CBP</li> <li>• Port Authorities</li> </ul>
5. Frequently Asked Questions (FAQs)	
<p>What is a deep draft vessel? We consider a deep draft vessel any vessel of 300 gross tons or greater.</p> <p>What other infrastructure impacts deep draft shipping? Port facilities and other inter-modal connections needed to move cargo.</p> <p>What cargoes are waiting to enter ports impacted?</p> <p>How did the incident impact channel depths?</p>	

## Appendix 8 to Annex X- Execution Checklist

### 27 SECTOR NEW YORK WATERWAY MANAGEMENT – SHALLOW DRAFT SHIPPING 27

-1. Measurement Definitions	
<p>Recovery: Percent of Fleet Available The recovery measure is focused on infrastructure and indicates the percent of pre-incident barge fleet available for operation.</p> <p>Restoration: Percent Operating The restoration measure is focused on barge operations and indicates the number of tug and barge movements through the Sector New York AOR as compared to the same time previous year.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"> <li>• Baseline for Recovery: Pre-incident fleet size.(# barges available to operate in the area). (see note 1) Tank Barges: 116 Deck Barges 230 Dry Open Barges 346 Dry Covered Barges 97</li> <li>• Baseline for Restoration: # barge movement through the Sector New York AOR same time previous year. (See note 2)</li> <li>• Note 1: If the incident did not significantly damage a significant number of barges, then the recovery measure will be 100% immediately.</li> <li>• Note 2. It may be useful to use traffic through choke points, such as locks or VTS check-in points) as a measure of barge movements. It is the relative activity that matters to gauge restoration, not the absolute number. (Has activity returned to normal?)</li> </ul>	
3. Data Source(s)	
<ul style="list-style-type: none"> <li>• American Waterways Operators U.S. Army Corps of Engineers LPMS data base; <a href="http://www.mvn.usace.army.mil/OD/LockUpdates/statusindex.asp">http://www.mvn.usace.army.mil/OD/LockUpdates/statusindex.asp</a></li> <li>• Prospective: AWO, NAWO, industry, CGHQ.</li> </ul>	
4. Stakeholders	
<ul style="list-style-type: none"> <li>• Port Authorities</li> <li>• U.S. Army Corps of Engineers</li> </ul>	<p>AWO <a href="http://www.americanwaterways.com">http://www.americanwaterways.com</a></p>

## Appendix 8 to Annex X- Execution Checklist

### 5. Frequently Asked Questions (FAQs)

- What types of vessels are included in shallow draft shipping? Vessels with a draft (depth of hull sitting below the water surface) of 15' or less, primarily barges and the tow/tug boats.
- What kinds of cargo are carried by shallow draft shipping? Shallow draft barges haul all cargos. Fuels (gasoline, diesel, heating oil) are moved via tank barges. Any cargo shipped by vessel may well be shipped by barge.
- What will it take to restore shallow draft shipping to pre-incident levels? First are cleared channels at proper depth, then repair of the aids to navigation (ATON), then operating facilities.
- Have shortfalls in shallow draft shipping caused shortages of materials or goods?

## Appendix 8 to Annex X- Execution Checklist

### 28 SECTOR NEW YORK WATERWAYS MANAGEMENT – FEDERAL CHANNELS 28

1. Measurement Definitions	
<p>Recovery: Percent Federal Channel and Safety Fairways Open to Navigation Percent recovery is the number of affected miles of federal waterways that are open to vessel traffic regardless of restrictions divided by the total number of miles of federal waterway affected.</p> <p>Restoration: Percent Federal Channel and Safety Fairways at Pre-Incident Condition Percent restoration is the number of miles returned to pre-incident dimensions (depth <u>and</u> width) divided by the number of miles of federal waterway affected.</p>	
2. Amplifying Information	
<ul style="list-style-type: none"><li>• Baseline: 700 Total miles of federal waterway within the ACOE New York District.</li></ul>	
3. Data Source(s)	
<ul style="list-style-type: none"><li>• U.S. Army Corps of Engineers</li><li>• NOAA, US Navy and USACE all conduct channel survey operations to ensure no hazards to navigation lie in channel or waterways.</li><li>• Pilots and Other Waterway Operators</li></ul>	
4. Stakeholders	
<ul style="list-style-type: none"><li>• Port Authorities</li><li>• American Waterway Operators</li></ul>	<ul style="list-style-type: none"><li>• Pilots Associations</li></ul>
5. Frequently Asked Questions (FAQs)	
<ul style="list-style-type: none"><li>• What agencies are involved in the management of federal channels? The USACE is the federal agency which manages and maintains federal channels. NOAA and the Navy assist in surveying offshore channels and Safety Fairways after events to ensure no obstructions or hazards exist. These surveys are done at the request of the USCG Captain of the Port.</li><li>• How long will it take to restore the channels to pre-incident conditions? This factor depends greatly on the individual channel and its importance to the port. The USACE has emergency dredging authority.</li></ul>	

## Appendix 8 to Annex X- Execution Checklist

### ADDITIONAL COTP NEW YORK MEASURES

1. AUTO TERMINALS

## 29 SECTOR NEW YORK CRITICAL INFRASTRUCTURE – AUTOMOBILE PROCESSING FACILITIES

### 1. Measurement Definitions

Recovery: Percent of Automobile Facilities Operating

The recovery measure is the percent of Auto processing facilities in the Sector New York AOR that are in compliance with federal regulations to the satisfaction of the Coast Guard Captain of the Port and are operational at some capacity – from low level up to and including 100% of their pre-incident capability.

Restoration: Percent of Automobile Facilities Capable of Operating at Pre-Incident Levels.

The restoration measure is the percent of facilities in the Sector New York AOR that are in compliance with federal regulations to the satisfaction of the Coast Guard Captain of the Port and have the capability to operate at 100% pre-incident levels.

### 2. Amplifying Information

- Baseline: 2 Auto facilities in the Sector New York AOR. 6 berths in Port Newark Newark Bay with 3 Vehicle processing companies, Distribution & Auto Service, Inc., FAPS, Inc., Toyota Motor Logistics Center, INC. In Port Jersey, (aka MOTBY) there are 2 berths and two processors, BMW of North America and Northeast Auto Marine Terminal.
- A facility is considered restored once the infrastructure (including labor) has been return to per-incident capability, even of the activity level has not returned to pre-incident levels.

### 3. Data Source(s)

- ACOE: <http://www.usace.army.mil>
- DOT National Emergency Transportation Center (via MARAD)
- DOT Transportation Network Restoration Working Group (via MARAD)
- American Association of Port Authorities: <http://www.aapa-ports.org/pressroom/>
- Port Authority of New York and New Jersey
- Port of Albany
- National Highway Traffic Safety Administration: <http://www.nhtsa.dot.gov/USDOTReliefSite/>

## Appendix 8 to Annex X- Execution Checklist

4. Stakeholders
<ul style="list-style-type: none"><li>• Local Port Authorities</li><li>• Shipping lines</li><li>• Port/dock workers</li><li>• Trucking and highway transportation companies (Private and DOT)</li><li>• USACE</li><li>• DOT (Federal Highway Association, Federal Motor Carrier Safety Association)</li><li>• DHS</li><li>• Federal and State Pilots</li><li>• Railroads</li></ul>
5. Frequently Asked Questions (FAQs)
<ul style="list-style-type: none"><li>• How many automobile facilities are in the Sector New York AOR and how many have recovered?</li><li>• How long will it take to restore automobile facilities to normal operations?</li><li>• How many automobiles waiting to enter port impacted by the incident?</li><li>• What kind of damage has been done to automobile handling facilities?</li><li>• How automobiles were lost or damaged as a result of the incident?</li><li>• What impact has the damage to the port facilities had on automobile transport?</li></ul>

## Appendix 8 to Annex X- Execution Checklist

### Sector Asset & Personnel Status Reporting Checklist

**Updated: 1 Aug 2007**

Post Hurricane reporting procedures for Sector Assets:

1. Personnel reporting procedures:
  - a. After storm or hurricane passes, all personnel will contact their unit to report their status.
  - b. If unable to contact your unit, personnel will contact Sector New York (718) 354-4037
  - c. If unable to contact Sector New York, personnel will contact D1 (617) 223-8555
2. Unit reporting procedures:
  - a. CO/OIC will report unit operational status (any limitations) and personnel status to Sector New York (718) 354-4037
  - b. If unable to contact Sector, make report to D1 (617) 223-8555

Unit (T) Tenant Units	Location	# of personnel	Personnel Status		Unit Status	
			All Accounted For	<u>NOT</u> All Accounted For (Add Remarks)	Fully Operational	Operations Limited (Add Remarks)
Sector Units						
SECTOR NEW YORK	Staten Island, NY					
USCGC PENOBSCOT BAY	Bayonne, NJ					
UCSGC STURGEON BAY	Bayonne, NJ					
USCGC BAINBRIDGE ISLAND	Sandy Hook, NJ					
USCGC SAILFISH	Sandy Hook, NJ					
USCGC LINE	Bayonne, NJ					
USCGC HAWSER	Bayonne, NJ					
USCGC WIRE	Saugerties, NY					
USCGC KATHERINE WALKER	Bayonne, NJ					



Appendix 8 to Annex X- Execution Checklist

Unit	Location	# of personnel	Personnel Status		Unit Status	
			All Accounted For	<u>NOT</u> All Accounted For (Add Remarks)	Fully Operational	Operations Limited (Add Remarks)
Sector Units						
STATION NEW YORK (T)	Staten Island, NY	88				
STATION KINGS POINT	Kings Point, NY	24				
STATION SANDY HOOK	Sandy Hook, NJ	31				
ANT SAUGERTIES	Saugerties, NY	9				
ANT NEW YORK	Bayonne, NJ	22				
MSST 91106 (T)	Staten Island, NY	76				
ESD NEW YORK (T)	Staten Island, NY					
FIST NEW YORK (T)	Staten Island, NY	6				

USCG Sector New York: Captain of the Port New York	Hurricane and Severe Weather Plan <b>Hurricane Dispersal Plan</b>	Section
		Appendix 9 to Annex X

Appendix 9  
To  
Annex X

Hurricane Dispersal Plan

Revised 31 July 12	Authorities			Appendix 9 to Annex X
	Draft	Review	Approval	
	Ch, Contingency Planning and Exercises Staff	Ch, Planning & Force Readiness	Commander SECNY	

**FOUO**

Appendix 9 to Annex X- Execution Checklist

**FOUO**

# HURRICANE DISPERSAL PLAN



## INCIDENT ACTION PLAN

The items checked below are included in this Incident Action Plan:

- ☒ ICS 202-CG (Incident Objectives)
- ☒ ICS 203-CG (Organizational Assignment Lists)
- ☒ ICS 204-CGs (Division Group Assignments)

**3. Approved by:**

ORG

NAME

DATE

Coast Guard

\_\_\_\_\_  
Incident Commander

**FOUO**

*PLEASE DO NOT DISSEMINATE INFORMATION OUTSIDE YOUR  
COMMAND INFORMATION CONTAINED IN THIS IAP IS **FOUO**,  
DESTROY VIA SHREDDING WHEN OPERATION IS COMPLETED*

**FOUO**

## Appendix 9 to Annex X- Execution Checklist

<b>1. Incident Name</b> Hurricane Dispersal Plan	<b>2. Operational Period (Date/Time)</b> From: Date Signed To: Until	<b>INCIDENT OBJECTIVES</b> ICS 202-CG
<b>3. Objective(s)</b>  <b>Objectives:</b> <b>Cutters</b> <ol style="list-style-type: none"> <li>1) Safely evacuate all Cutters from threat of hurricane or tropical storm.</li> <li>2) Ensure safety and accountability of cutter crew</li> <li>3) Ensure safety and accountability of family.</li> <li>4) Provide Pre/Post harbor patrol hurricane/storm assessment platform</li> </ol> <b>Stations</b> <ol style="list-style-type: none"> <li>1) Safely evacuate and/or protect small boats from threat of hurricane or tropical storm.</li> <li>2) Ensure safety and accountability of Station crew</li> <li>3) Ensure safety and accountability of family.</li> <li>4) Provide Pre/Post harbor patrol hurricane/storm assessment platform.</li> <li>5) Minimize loss of SAR coverage to unit AOR (&lt;12 hours from passing of storm to recovery)</li> </ol> <b>Tactics:</b> <ol style="list-style-type: none"> <li>1) Conduct Dispersal operations during daylight hours prior to storms arrival.</li> <li>2) Conduct recovery operations during daylight hours after passing of storm.</li> <li>3) Identify Cutter Dispersal Unit Commander.</li> <li>4) Identify Small Boat Dispersal Unit Commander.</li> <li>5) Utilize primary or secondary evacuation locations.</li> <li>6) Notify Sector New York of deviations or changes to intended heavy weather evacuation plans.</li> <li>7) Utilize rafting or anchoring when pier space is limited.</li> </ol> <b>Cutter SOPA shall:</b> <ol style="list-style-type: none"> <li>1) Take TACON of all CG cutters seeking shelter in the Sector NY COTP AOR.</li> <li>2) Establish comms with all units.</li> <li>3) Keep SCC informed of status of all cutters.</li> </ol> <b>Small Boat SOPA shall:</b> <ol style="list-style-type: none"> <li>1) Take TACON of all small boats seeking shelter in the Sector NY COTP AOR.</li> <li>2) Establish comms with all units.</li> <li>3) Keep SCC informed of status of all small boats.</li> <li>4) Take appropriate actions to ensure small boats are tended during passage of the storm to minimize damage.</li> </ol> <b>Emphasis:</b> <ol style="list-style-type: none"> <li>1) Minimize loss of SAR coverage within New York AOR</li> <li>2) Minimize time required for post storm assessment &amp; recovery activities, as well as time spent away from homeport</li> </ol> <b>Procedures:</b> <ol style="list-style-type: none"> <li>1) Boat Crews will adhere to the Rescue &amp; Survival Systems Manual.</li> <li>2) Cos/OICs/Coxswains shall ensure GAR risk assessments are completed before and maintained throughout all operations.</li> <li>3) Units will maintain an LE/PWCS capability in an effort to conduct missions upon immediate return to the AOR (minimum 1 LE team).</li> <li>4) SAR capability remains paramount. Consult with the ICR prior to a degradation of SAR capability.</li> </ol> <b>Reporting:</b> <ol style="list-style-type: none"> <li>1) Documentation is paramount for successful execution of Hurricane/tropical storm evasion. <ol style="list-style-type: none"> <li>a. As directed, provide CG Sector New York with Hurricane SITREPS via phone, e-mail, or Record Message System.</li> <li>b. As directed, the Sector New York Command Center will provide Hurricane SITREPs to District One.</li> </ol> </li> </ol>		

## Appendix 9 to Annex X- Execution Checklist

**4. Operational Period Command Emphasis (Safety Message, Priorities, Key Decisions/Directions)****Safety, Vigilance, Teamwork, Flexibility**

- 1) All safety precautions must be strictly adhered to and include: Personnel Protective Equipment (PPE), boat and vehicle safety, weapons safety, fatigue standards and slips, trips, and falls.
- 2) Ensure PPE is provided and worn to all personnel IAW CG standards.
- 3) Dispersal/Evacuation decision points are outlined in the unit's heavy weather bill:
  - a. **Dispersal Parameters for Sector NY Small Boat Stations:**
    - i. Sandy Hook: The unique topographic characteristics of Station Sandy Hook require special evacuation procedures. Station Sandy Hook will be evacuated on order, or when the storm surge is predicted to be 8ft within the basin, or wind/Sea conditions expected to exceed parameters of small boats.
    - ii. Other Stations: At HURCON I all boats will be evacuated with the exception of the SAR boat/crew. SAR boat/crew departure is at the discretion of the CO (normally when storm predicted to exceed parameters of small boat).
  - b. **Dispersal Parameters for Sector NY Cutters:**
    - i. WTGBs: If there is the threat of a direct hurricane strike or significant storm surge predicted at homeport (this will typically occur after HURCON I is set).
    - ii. WPBs: If there is the threat of a direct hurricane strike w/in 30 NM or a predicted tidal surge of 9ft or greater at homeport.
    - iii. WYTLs (Bayonne): If there is the threat of a tidal surge of 4 1/2ft or hurricane force winds (64kts or greater) predicted IVO homeport.
    - iv. WYTL (Saugerties): Anytime Hurricane Condition II is set in port or when the storm/tidal surge is predicted to exceed the parameters of mooring location.
  - c. **Dispersal Parameters for Other CG Units within Sector NY COTP AOR:**
    - i. WLM: If there is the threat of a direct hurricane strike or significant storm surge predicted at homeport (this will typically occur after HURCON I is set).
    - ii. MSST:

**5. Command And Control:**

N/A

**6. Prepared by:**

TBD

**7. Date / Time:**

N/A

## Appendix 9 to Annex X- Execution Checklist

<b>1. Incident Name</b> Hurricane Dispersal Plan		<b>2. Operational Period (Date/Time)</b> From: Upon signing To: Until		<b>Organization Assignment List</b> ICS 203-CG	
<b>3. Unified Command &amp; Staff</b>			<b>5. Operations Section</b>		
<b>Position:</b>	<b>Name:</b>		<b>Chief:</b>	<b>Deputy:</b>	
Incident Commander	TBD		TBD	TBD	
Public Information Officer	Charles Rowe (718) 354-2359		<b>6. Planning Section:</b>		
Legal Officer	D1/AREA		<b>Chief:</b>	<b>Deputy:</b>	
Safety Officer	TBD		TBD	TBD	
			<b>7. Logistics Section:</b>		
			<b>Chief:</b>	<b>Deputy:</b>	
			TBD	TBD	
<b>4. Other Agency Representatives:</b>					
<b>Agency</b>	<b>Name</b>				
<b>SECTOR NEW YORK COMMAND CENTER</b>					
<b>Command Duty Officer (CDO)</b>	(718) 354-4353		<b>Vessel Traffic Center</b>	(718) 354-4088	
<b>Situational Unit (SU)</b>	(718) 354-4356		<b>Communications Center</b>	(718) 354-4141	
<b>ASSETS</b>	<b>LEADERS</b>		<b>CONTACT NUMBERS</b>		
Station Sandy Hook	TBD		(732) 872-3431		
Station New York	TBD		(718) 354-4099		
Station Kings Point	TBD		(516) 466-7135		
CGC Sturgeon Bay	TBD		(201) 424-5007		
CGC Penobscot Bay	TBD		(551) 655-5934		
CGC Bainbridge Island	TBD		(732) 962-8206		
CGC Sailfish	TBD		(732) 312-6740		
CGC Hawser	TBD		(201) 232-5044		
CGC Line	TBD		(201) 954-9163		
CGC Wire	TBD		(904) 654-0698		

<b>1. Incident Name</b> Hurricane Dispersal Plan	<b>2. Operational Period (Date/Time)</b> From: Upon Signing To: Until	<b>Assignment List</b> ICS 204-CG
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## Appendix 9 to Annex X- Execution Checklist

<b>3. Branch</b> Operations Section		<b>4. Division/Group/Staging</b> Dispersal Group		
<b>5. Operations Personnel</b>		Name	Affiliation	Contact # (s)
Operations Section Chief:		TBD	SECNY	TBD
<b>6. Resources Assigned</b>				
Strike Team/Task Force/Resource Identifier	Leader	Frequency	# of Assets	Reporting Info/Notes/Remarks
<b>Station Sandy Hook</b>	TBD	<b>TBD</b>	<b>4</b>	
<b>Station New York</b>	TBD	<b>TBD</b>	<b>12</b>	
<b>Station Kings Point</b>	TBD	<b>TBD</b>	<b>3</b>	
<b>CGC Sturgeon Bay</b>	TBD	<b>TBD</b>	<b>1</b>	
<b>CGC Penobscot Bay</b>	TBD	<b>TBD</b>	<b>1</b>	
<b>CGC Bainbridge Island</b>	TBD	<b>TBD</b>	<b>1</b>	
<b>CGC Sailfish</b>	TBD	<b>TBD</b>	<b>1</b>	
<b>CGC Hawser</b>	TBD	<b>TBD</b>	<b>1</b>	
<b>CGC Line</b>	TBD	<b>TBD</b>	<b>1</b>	
<b>CGC Wire</b>	TBD	<b>TBD</b>	<b>1</b>	
<b>7. Work Assignments</b>				
<b>General:</b>				
<b>STA Sandy Hook</b>				
Relocate 1 x 47' to BMF at Sandy Hook				
Relocate 1 x 25' to Building 510 at Sandy Hook				
Relocate 1 x 25' via trailer to McGuire AFB (FT Dix, NJ)				
Relocate 1 x 47 IAW Station New York Heavy Weather plan (Poughkeepsie)				
<b>STA New York</b>				
Establish Small Boat Dispersal Group Supervisor at relocation site				
Relocate 6 x 25' via trailer to Boat House				
Relocate 6 x 45':				
1. Raft 3 45' RB-Ms outboard of STURGEON BAY IVO NY Cruise Ship Terminal				
2. Raft 3 45' RB-Ms outboard of PENOBSCOT BAY IVO NY Cruise Ship Terminal				
<b>STA Kings Point</b>				
Relocate 2 x 25' via trailer to Woodcliff FD (Woodcliff, NJ)				
Relocate 1 x 25' to West Point (Hudson River)				
<b>CGC LINE</b>				
Relocate to:				
1. Newburgh, NY (Tied to barge system protected by city marina)				
2. Troy, NY (tied to state pier)				

## Appendix 9 to Annex X- Execution Checklist

**7. Work Assignments (Continued)****CGC HAWSER**

Relocate to:

1. Newburgh, NY (Tied to barge system protected by city marina)
2. Troy, NY (tied to state pier)

**CGC WIRE**

Relocate to:

1. Albany, NY (State floating pier)
2. Albany, NY (Fixed state dock)

**CGC PENOBSCOT BAY**

Relocate to:

1. Philadelphia, PA (Navy yard, Sector Delaware bay or Penns Landing)
2. Boston, MA (ISC Boston)
3. Newport, RI (Coddington Cove, NAVSTA Newport)

**CGC STURGEON BAY**

Relocate to:

1. Upper Hudson River IVO West Point or Kingston (moored or anchored)
2. Anchorage IVO Long Island Sound

**CGC BAINBRIDGE ISLAND**

Relocate to:

1. Bar Harbor: 44-23-43.1 N 068-11-51.7 W
2. Portland Harbor: 43-39-10.3 N 070-12-53.1 W
3. Piscataqua River: 43-06-41.9 N 070-48-22.6 W
4. Boston Anchorage One: 42-21-11 N 071-01-22 W
5. Boston Light: 42-19-37.5 N 070-53-41 W
6. Race Point: 42-02-00.5 N 070-10-39.3 W
7. Nantucket: 41-21-00 N 070-05-00 W
8. Tarpaulin Cove: 41-28-22 N 070-45-08.5 W
9. Menemsha Bight: 41-21-22 N 071-47-10.1 W
10. Southold Bay: 41-03-19.9 N 072-23-27.9 W

**CGC SAILFISH**

Relocate to:

1. Any mooring ball or anchorage in a safe haven (protected from storm or hurricane)

**8. Special instructions:**

Notify OCS prior to deviating from unit Heavy Weather Plan

**9. Communications (radio and/or phone contact numbers needed for this assignment):****See ICS 203**

<b>10. Prepared by (OSC)</b>	<b>Date/Time</b>	<b>11. Reviewed by (PSC)</b>	<b>Date/Time</b>	<b>12. Reviewed by (ICR)</b>	<b>Date/Time</b>
TBD		TBD		TBD	