USCG COTP Sector Delaware Bay
PORT HURRICANE CONTINGENCY PLAN

SECTION 1200 - CHECKLISTS

1202. STORM PREPARATION CHECKLIST FOR FACILITIES

I. HURRICANE CONDITION WHISKEY

72 HOURS BEFORE ANTICIPATED LANDFALL

Port Status: Open to all commercial traffic

☐ (a) Review facility contingency plans. The contingency plans for barge fleeting facilities should contain procedures for recovering breakaway barges and specifically include the location or availability of tugs/towboats. Barge fleeting facilities should also evaluate measures to reduce the size of their fleets. **(NOTE: Plans to nest barges with other vessels or to anchor barges must be reviewed by the COTP).**

☐ (b) The owner or operator should review expected vessel arrivals and departures to identify any potential need for assistance or impairment of port operations.

☐ (c) 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. **(NOTE: The COTP may direct the vessel or facility to take certain precautions to correct conditions which threaten the port or the environment, one of which may be to direct the vessels to proceed to sea or anchor).**

☐ (d) 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.

☐ (e) Ensure that vessels in Lay-up Status under your control are prepared for hurricane conditions.

☐ (f) The owner and operator of waterfront facilities should make initial inspection of piers, docks, roadways and vessels to identify unsafe conditions such as excessive unsheltered storage, missile hazards, unsecured storage tanks or any other potential problems or conditions which cannot be mitigated within 48 hours.

☐ (g) Marine Transportation Related (MTR) facilities should empty and clean small discharge containment.

☐ (h) The owner or operator should determine whether vessels moored to the facility should remain until the hurricane passes. If not, they must notify the vessel's master or agent to allow them adequate time to make preparations to shift berths or get underway and consult with the COTP.

☐ (i) The owner or operator should anticipate cessation of cargo handling operations at the setting of Condition ZULU and make appropriate arrangements.

☐ (j) The owner or operator should 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, it should be reported to the COTP.

II. HURRICANE CONDITION X-RAY

48 HOURS BEFORE ANTICIPATED LANDFALL

Port Status: Open to all commercial traffic

☐ (a) Determine the special needs and intentions of vessels moored at the facility.

☐ (b) 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. **(NOTE: The COTP may direct the vessel or facility to take certain precautions to correct conditions which threaten the port or the environment, one of which may be to direct the vessels to proceed to sea or anchor).**

☐ (c) Facilities requiring vessels to depart their docks during this period will require permission of the COTP. Permission will be given only when other safe alternative berthing or anchorage has been identified within reasonable proximity.

☐ (d) The owner or operator should 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, it should be reported to the COTP.

☐ (e) Set a time for the suspension of cargo handling operations. In doing so, ensure that vessels have ample time to hire and schedule labor, arrange pilots, contract tugs/towboats, and safely complete the transit to sea or a hurricane anchorage prior to the setting of hurricane condition **ZULU.** Notify the COTP of the time established.

III. HURRICANE CONDITION YANKEE

24 HOURS BEFORE ANTICIPATED LANDFALL

Port Status: Vessel traffic control measures in effect

☐ (a) Secure missile hazards, and clear nonessential equipment and loose gear from all wharves and piers.

☐ (b) 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: Title 49 of the Code of Federal Regulations 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 containers should be stacked no more than 3 high. Empty containers should be moved to less flood prone areas if possible.

☐ (c) Prepare to haul out or trailer all small craft owned by the facility.

☐ (d) Advise the COTP of any dangerous cargo which cannot be secured or moved to a safe location.

☐ (e) Prepare to secure cargo operations and drain cargo lines in advance of the COTP setting hurricane condition **ZULU.**

IV. HURRICANE CONDITION ZULU

12 HOURS BEFORE ANTICIPATED LANDFALL

Port Status: Closed to all vessel traffic except for vessel movements and activities specifically authorized by the COTP

☐ (a) Secure all cargo operations.

☐ (b) Marine Transportation Related (MTR) facilities should drain all loading arms and transfer hoses of product, blank off hoses, empty and clean small discharge containment.

☐ (c) Inspect all pollution response equipment to ensure its safety and readiness for deployment after the passage of the hurricane.

☐ (d) 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.

☐ (e) Secure all facility cranes against high winds and move away from any vessels remaining at the facility.

☐ (f) Ensure all vessels remaining at the facility are adequately moored and in compliance with COTP requirements.

☐ (g) Advise the COTP of any potential problems that remain at the facility.

Appendix 1 Recommended Precautionary Measures for Ships
Appendix 2 Recommended Precautionary Measures for Barges
Appendix 3 Storm Preparedness Planning for Oceangoing vessels and Oceangoing barges with tugs "REMAINING IN PORT CHECKLIST"