

SECTOR HOUSTON-GALVESTON  
PORT PULLOUT

**Exhibit 5 – Port Pullout to TAB A to Appendix 21 to Annex C to OPLAN  
9784-06 / Severe Weather Plan**

**SECTOR HOUSTON - GALVESTON  
STORM  
PREPAREDNESS  
&  
RESPONSE PLAN**

**HOUSTON-GALVESTON CAPTAIN OF THE PORT ZONE**

This plan has been prepared for the use by port stakeholders, industry partners and organizations to assist in the preparation for and response to severe weather conditions. It has been designed to provide basic essential information regarding storm conditions and categories, as well as checklists for specific types of maritime interests. Users are encouraged to review and become familiar with the guidance contained in the plan, and to communicate with their Coast Guard office regularly to ensure a mutual understanding of expectations.

SECTOR HOUSTON-GALVESTON  
PORT PULLOUT

Table of Contents

**Section A - General**

**Section B – Hurricane Conditions & Categories**

**Section C – General Guidance for All Port Users**

**Enclosures**

Vessels .....	1
Facilities .....	2
Agents .....	3
Pilots.....	4
Coast Guard .....	5

# SECTOR HOUSTON-GALVESTON PORT PULLOUT

## SECTION A

### GENERAL

**Hurricane Season.** Hurricane season begins on June 1st and extends through November 30th. When preparing for the arrival of a hurricane or similar severe weather, the overriding goal of the Captain of the Port (COTP) is to protect the safety of life, including vessel crews, facility personnel, and the general public. The COTP will also seek to protect the port's environment and the viability of the marine transportation system, including the port infrastructure, harbors, and channels.

**Other Severe Weather.** During periods of heavy weather other than hurricanes, the COTP may choose to enact some or all of the port conditions and accompanying restrictions and precautions identified below.

**Area of Responsibility (AOR).** For the purposes of this plan, the term "designated waters" as used in this plan and the attached checklists refers to the COTP Houston-Galveston Zone as described in 33 Code of Federal Regulations. This includes the Ports of Freeport, Galveston, Houston and Texas City as well as the Gulf Intracoastal Waterway.

Local Geography: The southeast Texas coastal area is vulnerable to hurricane force winds, high tides, flooding, and heavy rains. The hurricane tidal front may extend 50-75 miles on both sides of the eye. The storm may curve or re-curve at any point and is potentially dangerous until it has passed 100 miles beyond. The possible existence of tornadic wind gusts in the hurricane force winds zone of the storm greatly increases the danger of "riding out" the storm in unsafe structures. Vessels underway, improperly moored or anchored within the COTP Houston-Galveston Zone during severe conditions could damage facilities, bridges or other vessels. Therefore, the COTP, as a preventative measure, has established a list of highly vulnerable areas. These areas include, but are not limited to the following:

- Coastal approaches extending seaward 30 nautical miles
- All coastal inlets and sounds in the AOR
- Gulf Intracoastal Waterway
- Bridges and overhead power cables, submerged cabling and pipeline crossings
- All shipping channels in the AOR

Hazards. Bulk liquid oil and chemical facilities, and designated waterfront facilities storing hazardous materials pose the greatest threat of environmental damage to the port during the passage of severe weather conditions. Upon receiving initial notification of an approaching storm, facility operations should include adequate and timely surveys to ensure proper stowage and securing of cargo and equipment not in operation. Liquid levels in wastewater and other open-top storage tanks should be minimized in preparation of heavy rainfall amounts.

SECTOR HOUSTON-GALVESTON  
PORT PULLOUT

**SECTION B**

**PORT CONDITIONS AND CATEGORIES**

Port Conditions are set by the COTP and are used to alert the maritime community to changes in port operations needed to prepare for the hurricane's arrival. Port Conditions are based on the time gale force winds (34 knots or 39 mph) are predicted to make landfall within the AOR. These predictions are based on information obtained from the National Hurricane Center at <http://www.nhc.noaa.gov/>.

Broadcast Notice to Mariners (BNTMs) and Marine Safety Information Bulletins (MSIBs) will be broadcast and sent out via VHF-FM channels 16 and 22A, phone contact, electronic mail, and/or facsimile whenever a Port Condition is set or altered. The actual notices may be modified to account for differing circumstances. Port Conditions may be skipped in preparing for an actual storm, due to changes in a storm's path, speed, or strength. The following designations will be used for setting Port Conditions:

APPROXIMATE TIME	PORT CONDITION
1 JUN – 30 NOV	SEASONAL ALERT
72 HRS	WHISKEY
48 HRS	X-RAY
24 HRS	YANKEE
12 HRS	ZULU
AFTER LANDFALL	RECOVERY

PORT CONDITION SEASONAL ALERT. The time during which a hurricane can be expected to occur. This alert condition is automatically set on June 1<sup>st</sup> and remains in effect through November 30<sup>th</sup>, unless otherwise established.

PORT CONDITION WHISKEY. Gale force winds (34 knots or 39 mph) are predicted to arrive within 72 hours.

Ports Status: Open to all commercial and recreational traffic.

Safety Zone established requiring:

- All self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT to report their intention to depart or remain in port.

## SECTOR HOUSTON-GALVESTON PORT PULLOUT

All self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT, that wish to remain in port must submit an Application to Remain in Port to the COTP within 24 hours, or when Port Condition X-RAY is set.

Commence increased harbor patrols and advise vessel and facility operators of any conditions that require correction.

Advise port stakeholders of intentions for setting next condition.

PORT CONDITION X-RAY. Gale force winds are predicted to arrive within 48 hours.

Ports Status: Open to all commercial and recreational traffic.

All Vessel Applications to Remain in Port must be submitted to the COTP for approval by this time.

Individually assess vessels and barges desiring to remain in port.

Advise port of intentions for setting next port condition including degree of vessel control.

PORT CONDITION YANKEE. Gale force winds are predicted to arrive within 24 hours.

Ports Status: Closed to inbound traffic and vessel traffic control measures in effect on vessel movements within the port.

Safety Zone established controlling vessel movements and activities as appropriate.

COTP approve or direct, as necessary, final mooring arrangements for vessels and barges remaining in port.

PORT CONDITION ZULU. Gale force winds are predicted to arrive within 12 hours.

Ports Status: Closed to all inbound and outbound traffic.

Safety Zone established prohibiting vessel movements and activities unless specifically authorized by the COTP. Permission for vessels to move within the port may be granted up until 12 hours before the projected arrival of hurricane force winds (64 knots or 74 mph).

PORT CONDITION RECOVERY. The storm is no longer a threat to the area, however some damage may have occurred and response and recovery operations are in progress.

Ports Status: Reopened to outbound traffic at completion of port survey. Vessel traffic control measures remain in effect on vessel movements within the port.

Safety Zone established controlling vessel movements and activities as appropriate.

COTP approve or direct, as necessary, departure arrangements for vessels and barges desiring to depart port.

## SECTOR HOUSTON-GALVESTON PORT PULLOUT

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.

TROPICAL STORM WATCH. Issued when there is the threat of tropical storm conditions within 48 hours.

TROPICAL STORM WARNING. A warning for tropical storm conditions, including sustained winds within the range of 39 to 73 miles per hour (34 to 63 knots), which are expected in a specified coastal area within 24 hours.

HURRICANE WATCH. An announcement that severe weather conditions pose a possible threat to a specified coastal area within 36 hours.

HURRICANE WARNING. A warning that sustained winds of 74 miles per hour (64 knots) or greater are expected in a specified coastal area within 24 hours.

Disaster Potential Scale for 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:

CATEGORY I. 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.

CATEGORY II. 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.

CATEGORY III. 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.

CATEGORY IV. Sustained winds of 131-150 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.

CATEGORY V. Sustained winds of greater than 150 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.

## SECTOR HOUSTON-GALVESTON PORT PULLOUT

Historical Considerations. In this century, Category IV and V storms caused over 80% of all economic damage and deaths from hurricanes even though they comprised less than 10% of all hurricanes. These major storms cause extensive damage to the infrastructure of the impacted area. The damage from 130 mph sustained and turbulent winds can extend inland far past the area of coastal flooding. Community utility systems, schools, civil law enforcement capability, medical facilities, and the economy in general could be seriously affected or incapacitated. The impact on all people can be devastating and could require major disaster relief.

# SECTOR HOUSTON-GALVESTON PORT PULLOUT

## SECTION C

### GENERAL GUIDANCE FOR ALL PORT USERS

The responsibility for natural disaster preparation and response rests with all affected individuals, families, private industry, and state and local government. This plan provides the general recommended actions to be taken by each member of the maritime community, with the ultimate goal of having everyone well prepared for an approaching hurricane. Checklists are enclosed with detailed guidance that is cumulative in nature for each of the following segments of the maritime community:

Vessels. Masters, owners, and operators of vessels retain the ultimate responsibility for the readiness condition of the vessel to withstand hurricane force conditions, whether underway, at anchor or moored.

Facilities. Waterfront facility owners and operators ensure the safety of vessels moored at their facility, and the safety of the facility, its personnel, and the surrounding environment.

Agents. Ships' agents serve as the liaison between the Coast Guard and the vessels remaining in port, either at anchor or moored to a facility.

Pilots. River and Docking Pilots provide a vital communications and control connection between the Coast Guard and the vessels transiting and anchored within the port.

Coast Guard. A general overview of activities being initiated by the COTP at Sector Houston-Galveston. In addition, the Coast Guard will be preparing its own personnel, facilities, vessels, and vehicles for the approaching heavy weather.

Port Plan Review & Revision. Primary responsibility for review and updating this plan rests with Sector Houston-Galveston. However, every port user should review this plan, paying particular attention to the portion that most directly affects them. It is important to insure information is correct and current. Please notify the Sector Planning Branch of any errors or omissions you discover.

Every port user is responsible for ensuring that their own plan is current and ready to be carried out. Appropriate response to a hurricane rests with the individual actions of all involved.

Port User Meeting. Upon the start of hurricane season, a general meeting may be requested by the COTP to review the effectiveness of this plan during the previous season.

Exercise. This plan should be exercised regularly by federal, state and/or local officials to ensure its completeness and accuracy. Members of the maritime community are encouraged to contact the Sector when designing and conducting hurricane exercises in preparation of the upcoming season.

Phases of activity. The port activities surrounding hurricanes take place in three phases:

- Pre-storm preparation;
- Post-storm response and assessment; and,
- Recovery and reconstitution of the port.

## SECTOR HOUSTON-GALVESTON PORT PULLOUT

Other than urgent communications regarding emergency situations (i.e. personnel injuries requiring immediate care), any actions during a storm are neither required nor advised. Although the actions listed in this plan are the minimal precautions to be followed for the given port conditions, the listing is not intended to be all inclusive, and additional preparations should be initiated by anyone affected by the approach of the storm. The COTP may impose additional restrictions during the various conditions of readiness as situations dictate.

Preparation. Initial preparations for the arrival of a hurricane are critical to the safety and security of the port and all personnel involved. Timely correction of hazardous conditions may significantly eliminate or reduce the loss of life and property during the heavy weather. It is the responsibility of every agency, organization, and individual in the maritime community to take every precaution to avert potential disaster.

Vessel Traffic. Vessel movements will be allowed as long as existing and forecasted weather and port conditions are deemed safe by the COTP. All self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT will be expected to leave port unless they have received permission from the COTP and the facility to remain. Closure of the waterway to inbound traffic will take place upon setting Port Condition YANKEE. Closure of the port to all inbound and outbound traffic will take place upon setting Port Condition ZULU or when the COTP deems it necessary to maintain safety of the port.

Storm Monitor. Upon initial notification of a hurricane that has the potential for affecting the mid-Atlantic region, each organization should monitor the predicted path and development of the storm. NWS broadcasts and updates should be monitored closely.

During the period when the hurricane makes landfall and is affecting the COTP Zone, the COTP will monitor the activities throughout the zone from the Sector Command Center (CommCen). The CommCen will maintain continuous contact with other Federal, State, and local agencies to ensure coordinated dissemination of information and response to incidents. Private, commercial and government vessels that are able to render assistance in responding to incidents during and following passage should report to the nearest Coast Guard unit via radio for response coordination.

Response and Assessment. The port community faces six primary post-storm response phase tasks:

- Search and Rescue;
- Immediate relief for personnel who have a catastrophic loss;
- Initial damage assessment;
- Restoration of operational capability, especially that which contributes to the immediate relief needs;
- Establishing an emergency logistics system as necessary to support relief operations; and,
- Reestablishment or maintenance of Command, Control and Communication functions.

## SECTOR HOUSTON-GALVESTON PORT PULLOUT

During post hurricane recovery, emphasis is put on immediate surveys of channel blockage and prioritization of steps necessary to resume essential, then normal, vessel traffic. Post-storm recovery will be conducted as soon as practicable after the storm passes, with Port Condition YANKEE being set once conditions allow. The COTP will begin conducting port surveys to assess damage to port infrastructure (bridges, Aids to Navigation, etc.) to ensure that the waterways are safe to transit. Once these surveys are complete port restrictions may be eased as conditions allow, and waterways may be reopened to outbound traffic at the completion of a port survey. Upon storm passage, each member of the maritime community should begin to assess the damage incurred and report significant pertinent information to the COTP by any available communications means. The COTP must be made aware of any damage or situations that may affect the safe operation of a vessel or facility within the port as soon as possible. Timely notification to the Coast Guard or other response agency can greatly reduce the effects of environmental damage.

Recovery and Restoration. The recovery process involves returning Maritime Transportation System (MTS) infrastructure (Aids to Navigations, 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 by either the Coast Guard or by agencies and industry partners with whom we have working relationships.

The restoration process involves returning the MTS to pre-incident capacity. Restoration will be a much longer-term effort and is often governed by factors well beyond port level Coast Guard control. This may require initiatives governed by regional or national level interagency policies.

The Sector Commander will ensure that a MTS Recovery Unit is established within the Planning Section of the ICS response organization for every incident that significantly impacts the MTS. The MTS Recovery Unit may leverage a port coordination team or similar interagency/industry group currently established in the ports, and may be located and staffed as deemed appropriate by the Incident Commander. The MTS Recovery Unit will track the status of MTS infrastructure recovery through the use of established Essential Elements of Information (EEI).

# SECTOR HOUSTON-GALVESTON STORM PREPARATION CHECKLIST FOR VESSELS

The ultimate responsibility for the safety of a vessel and its crew rests with the vessel's master. For vessels granted permission to remain in port during severe weather, it is incumbent upon the vessel's master or owner to make all appropriate arrangements for berthing, mooring or anchoring including tug service or any other precaution, as necessary, to ensure the safety of the vessel and to prevent damage to the port.

**Port Condition SEASONAL ALERT:** A seasonal alert during which a hurricane can be expected to occur. This alert condition is automatically set on June 1<sup>st</sup> and remains in effect through November 30<sup>th</sup>, unless otherwise established.

- \_\_\_\_\_ Review this plan to ensure familiarity upon setting Port Condition SEASONAL ALERT.
- \_\_\_\_\_ Coordinate any changes, updates or suggestions to this plan with the Sector Planning Branch.
- \_\_\_\_\_ Notification should be made to the COTP of any problems noted that would prevent or limit preparedness for the hurricane, and identify potential problems or conditions that cannot be mitigated within 72 hours.
- \_\_\_\_\_ Review individual storm and heavy weather plans, training and material condition.
- \_\_\_\_\_ Ensure vessels in Lay-up status are prepared to withstand severe weather conditions. Submit a lay-up plan to the COTP when vessel enters lay-up status.

**Port Condition WHISKEY:** The COTP normally sets this condition 72 hours before the expected arrival of gale force winds (34 knots or 39 mph).

\_\_\_\_\_ The vessel's master will take prompt effective action to ensure the safety of ship and crew. In most cases the master will avoid the hurricane by putting to sea. Should circumstances dictate staying in port, the master or other vessel representative must obtain permission from the COTP and the facility at which the vessel will remain berthed. **\*NOTE:** Many facilities will insist that vessels depart their docks when Port Condition X-RAY is announced.

- \_\_\_\_\_ Monitor the approach of the hurricane as broadcast by the National Weather Service (NWS) and BNTMs and MSIBs. Utilize the web pages for the NWS and the National Hurricane Center at <http://www.nhc.noaa.gov/>.
- \_\_\_\_\_ All self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT are expected to begin preparations for departure during Port Condition WHISKEY unless granted permission to remain in port. This request must be submitted to the COTP within the next 24 hours or prior to the setting of Port Condition X-RAY. Fax the request to the Sector Inspections Department, at 713.671.5185 and include the information on the Vessel Checklist form included at the end of this section.

## SECTOR HOUSTON-GALVESTON STORM PREPARATION CHECKLIST FOR VESSELS

- \_\_\_\_\_ Due to the limited availability of resources as the storm approaches, labor should be scheduled and/or hired accordingly.
- \_\_\_\_\_ Notification should be made to the COTP of any problems noted that would prevent or limit preparedness for the hurricane, and identify potential problems or conditions that cannot be corrected or mitigated within 48 hours.
- \_\_\_\_\_ The owner, operator, or representative of a vessel in Lay-up Status should ensure the vessel is adequately secured to withstand severe weather conditions.
- \_\_\_\_\_ All offshore lightering is to cease, and vessels are to break off and make heavy weather preparations.
- \_\_\_\_\_ Ship and barge masters/operators shall identify sources of tug assistance for use prior to or after storm passage.

**Port Condition X-RAY:** The COTP normally sets this condition 48 hours before the expected arrival of gale force winds.

- \_\_\_\_\_ Maintain close contact with the COTP to advise of any unusual or dangerous situations. Notification should be made to the COTP of any problems noted that will prevent or limit preparedness for the hurricane and identify potential problems or conditions which cannot be mitigated within 24 hours.
- \_\_\_\_\_ Review and prepare for Port Conditions YANKEE and ZULU. Contact COTP with specific questions.
- \_\_\_\_\_ Conduct final preparations for seeking shelter. Vessel operators should anticipate delays at drawbridges. Delays may be encountered due to vehicular evacuation routing or the possible securing of drawbridges for their protection. Bridges may be secured at Port Condition ZULU or when winds exceed 39 mph.
- \_\_\_\_\_ All self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT are expected to finalize preparations for departure during the next 24 hours unless granted permission to remain in port. All self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT must schedule their departure to clear the sea buoy at least 12 hours prior to the arrival of gale force winds.
- \_\_\_\_\_ Curtail regular operations as applicable.

# SECTOR HOUSTON-GALVESTON STORM PREPARATION CHECKLIST FOR VESSELS

**Port Condition YANKEE**: The COTP normally sets this condition 24 hours before the expected arrival of gale force winds. Masters of all vessels must ensure adequate final preparations are made in anticipation of approaching severe weather conditions. Anticipate ceasing cargo and bunker handling operations at Port Condition ZULU.

## **THE DESIGNATED WATERS OF THE COTP HOUSTON-GALVESTON ZONE ARE CLOSED TO INBOUND TRAFFIC.**

- \_\_\_\_\_ Port closed to inbound traffic. Anticipate complete closure of the port when Port Condition ZULU is set.
  
- \_\_\_\_\_ All self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT must schedule their departure to clear the sea buoy at least 12 hours prior to the arrival of gale force winds.
  
- \_\_\_\_\_ Maintain close contact with the COTP to advise of any unusual or dangerous situations. Notification should be made to the COTP of any problems noted that will prevent or limit preparedness for the hurricane and identify potential problems or conditions which cannot be mitigated within 12 hours.
  
- \_\_\_\_\_ Vessel masters (or agents) must notify the COTP of their intentions.  
Note: Vessel traffic may be permitted to move within the port at the discretion of the COTP upon setting of Port Condition Zulu. However, masters should not expect to be able to transit the port during that time period and should plan accordingly.
  
- \_\_\_\_\_ Masters of vessels remaining at anchorage must ensure that at least two anchors are set with adequate scope of chain.
  
- \_\_\_\_\_ Tank barges, approved to remain in port, with any product onboard (including residue) should consider having a tug on standby alongside or in immediate proximity. Make arrangements for tugs prior to setting of Port Condition ZULU.
  
- \_\_\_\_\_ Masters of all vessels remaining moored must already have received permission from the COTP and facilities and must take the following precautions:
  1. Spare mooring lines and wire shall be readily available on deck, forward and aft;
  2. Machinery plant must be in immediate standby;
  3. A radio watch must be maintained on VHF-FM Channel 16;
  4. All ports, hatches, port holes and other openings shall be closed and secured;
  5. Vessels shall be moored with sufficient mooring lines or wire as necessary to resist the effects of severe weather conditions;
  6. The outboard anchor shall be rigged at short stay; and
  7. Sufficient crew shall be onboard to tend mooring lines and control the vessel in the event of an emergency.

# SECTOR HOUSTON-GALVESTON STORM PREPARATION CHECKLIST FOR VESSELS

**Port Condition ZULU (12-Hour Alert):** The COTP normally sets this condition 12 hours before the expected arrival of gale force winds.

## **THE DESIGNATED WATERS OF THE COTP HOUSTON-GALVESTON ZONE ARE CLOSED TO ALL INBOUND AND OUTBOUND TRAFFIC.**

A Safety Zone will be established for all waters within the COTP Houston-Galveston Zone at Port Condition ZULU and will remain in effect until terminated by the COTP. Vessel movements without specific authorization are prohibited. Permission for vessels to move within the port may be granted up until 12 hours before the projected arrival of hurricane force winds.

- \_\_\_\_\_ Cease regular cargo and bunker handling operations and drain all lines (as applicable).
- \_\_\_\_\_ All debris hazards shall be properly secured. All cargo cranes are to be secured and made fast.
- \_\_\_\_\_ Maintain close contact with COTP to advise of any unusual or dangerous situations. Notification should be made to the COTP of any problems noted that will prevent or limit preparedness for the hurricane, and identify potential problems or conditions which cannot be mitigated within 6 hours.
- \_\_\_\_\_ Make final inspection to ensure the vessel is secure and prepared for the approaching severe weather conditions.
- \_\_\_\_\_ All vessels remaining in port are to set a navigation watch and have engines on immediate standby unless otherwise granted permission from the COTP.

**POST-STORM RECOVERY:** The COTP will normally set Port Condition Recovery once conditions allow and will begin conducting port surveys to assess damage to port infrastructure (bridges, Aids to Navigation, etc.) to ensure that the waterways are safe to transit. Once these surveys are complete, port restrictions will be eased as conditions allow.

- \_\_\_\_\_ Conduct a damage assessment survey as soon as possible after landfall. Notify the COTP of any persons in distress, major damage, pollution or any other hazardous situations as soon as possible.
- \_\_\_\_\_ It can be anticipated that commercial power and consequently other utilities will be interrupted for up to 96 hours or more. The various draw and swing span bridges may experience delays or closures, which could severely hinder both marine and vehicle traffic.
- \_\_\_\_\_ Render assistance as necessary or requested. Assess damages and make reports to agents.

SECTOR HOUSTON-GALVESTON  
**APPLICATION TO REMAIN IN PORT**

The Coast Guard Captain of the Port (COTP) Houston-Galveston does not consider the Ports of Freeport, Galveston, Houston or Texas City to be safe havens for the approaching hurricane. This area lacks the terrain features that could provide shelter, as well as anchorages for use during a hurricane.

Therefore, Masters of all self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT shall make plans to evacuate the port at least 12 hours before gale force winds (34 knots or 39 mph) arrive. This action should allow your vessel enough time to proceed on a safe route well ahead of the approaching storm. **If you feel this is not enough time for your vessel to evade the storm, arrange an earlier departure, rather than deciding to remain in port.**

Due to the limited number of available pilots and tugs, it is critical that you make your departure plans as early as possible. It is expected that pilots will refuse to move vessels when wind velocities exceed gale force. The COTP may grant permission for vessel movements within the port until twelve (12) hours before the projected arrival of hurricane force winds (64 knots or 74 mph).

If you have a problem that prevents your vessel from evacuating the port, you must obtain permission from the COTP and from the facility you wish to moor at, in order to remain in port. Attached is the application for vessels requesting permission to remain in the port. This information may be hand-delivered or faxed to the COTP at 713.671.5185.

The Application to Remain in Port follows on the next three (3) pages.

**SECTOR HOUSTON-GALVESTON  
APPLICATION TO REMAIN IN PORT**

**This Information is required for all self-propelled oceangoing vessels over 500GT, all oceangoing barges and their supporting tugs, and all tank barges over 200GT requesting to Remain in Port during a hurricane.**

**PORT OF:**

---

Vessel Name: _____	Call Sign: _____	Flag: _____
Official Number: _____	Length: _____	Hull type: _____
Vessel Master: _____	Phone: _____	GT: _____
Agent Name: _____	Phone: _____	
Owner Name: _____	Phone: _____	
Address: _____	_____	_____
Bunkers: _____		
Ballast capacity: _____	Lube oil: _____	Diesel oil: _____
Horsepower: _____	Draft (Ballasted): _____	
Berth location: _____	Single/Twin screw: _____	
Depth of water at berth (MWL): _____	Berth Number: _____	

Current condition why vessel cannot leave port: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Availability of vessel's main propulsion: \_\_\_\_\_

Operation status of machinery on board: \_\_\_\_\_

Any unusual conditions affecting vessel's seaworthiness: \_\_\_\_\_

\_\_\_\_\_

Number of crew to remain on board and qualifications: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Operational status of machinery on board: \_\_\_\_\_

Firefighting capability of vessel: \_\_\_\_\_

**FAX THIS FORM TO SECTOR INSPECTIONS DIVISION: 713.671.5185**

**SECTOR HOUSTON-GALVESTON  
APPLICATION TO REMAIN IN PORT**

**----- POLLUTION/SALVAGE INFORMATION -----**

**In the event the vessel spills any oil or hazardous materials, or poses a threat of spilling such materials, arrangements are required to provide for rapid response to mitigate the spill and remove the pollutant from the environment. If the vessel is partially or completely sunk in or near a navigable channel, or becomes a hazard to navigation, rapid removal of the vessel from the waterway is necessary. For tank vessels, much of this information may be found in the ship's required Vessel Response Plan.**

Pre-designated qualified individual: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Full vessel characteristics that would need to be known to effect salvage:

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

Insurance carrier for damage liability: \_\_\_\_\_

Phone: \_\_\_\_\_

INCLUDE A FULL STOWAGE PLAN AND MANIFEST OF  
ANY PARTICULAR CARGO AND POLLUTION HAZARDS.

**--VESSEL EXAMINATION BY USCG--**

Team comments:

Survey Team Members

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

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

Survey Time: \_\_\_\_\_

**FAX THIS FORM TO SECTOR INSPECTIONS DIVISION: 713.671.5185**

**SECTOR HOUSTON-GALVESTON  
APPLICATION TO REMAIN IN PORT**

**FACILITY INFORMATION**

**Vessel masters/agents are responsible for identifying, and receiving permission from the owner of a suitable mooring site, before seeking COTP permission to remain in port. A DIAGRAM showing mooring arrangements is required as part of this checklist. Use a separate sheet to show the number and sizes of mooring lines or cables, fender configuration, and facility characteristics.**

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

Facility POC: \_\_\_\_\_ Phone #'s: \_\_\_\_\_

Shore side firefighting capability: \_\_\_\_\_  
\_\_\_\_\_

Tugboat assistance availability: \_\_\_\_\_

Distance to nearest oil storage facility, oil pipelines, HazMat facility, oil or HazMat storage tanks at facility where vessel is to be moored: \_\_\_\_\_

All areas cleared of missile hazards: \_\_\_\_\_

Has the facility had an Engineering Study done to determine the maximum size of vessel with maximum winds which could safely moor at facility? \_\_\_\_\_

If so, include a copy of the study attached to this application.

Is the facility capable of holding the vessel? \_\_\_\_\_

THIS FACILITY HAS AGREED TO ALLOW THE \_\_\_\_\_

(VESSEL NAME)

TO STAY BERTHED AT THIS LOCATION THROUGHOUT THE STORM.

\_\_\_\_\_  
VESSEL PERSON IN CHARGE

\_\_\_\_\_  
FACILITY PERSON IN CHARGE

DATE: \_\_\_\_\_

STORM NAME: \_\_\_\_\_

**FAX THIS FORM TO SECTOR INSPECTIONS DIVISION: 713.671.5185**

SECTOR HOUSTON-GALVESTON  
APPROVAL TO REMAIN IN PORT

Facility Name  
Location Address  
City, TX 77XXX

Dear Vessel Owner / Operator:

Your request to remain in the Houston-Galveston Captain of the Port Zone during a hurricane have been reviewed and approved.

In the event a hurricane approaches, your vessel must be moored at its approved location upon the setting of Port Condition ZULU (gale force winds are predicted to arrive within 12 hours). The following actions are the minimal precautions to be followed in addition to your approved mooring plan. This listing is not intended to be all-inclusive and additional preparations should be initiated by any vessel operator affected by the approach of the storm.

- Spare mooring lines and wire shall be readily available on deck, forward and aft
- Machinery plant must be in immediate standby
- A radio watch must be maintained on VHF-FM Channel 16
- All ports, hatches, portholes and other openings shall be closed and secured
- Sufficient crew must be onboard to tend mooring lines and control the vessel in the event of an emergency
- At least two anchors must be set with sufficient scope of chain
- Tank barges with any product onboard (including residue) should consider having a tug on standby alongside or in immediate proximity
- Cease all cargo operations

Masters, owners, and operators of vessels retain the ultimate responsibility for the readiness condition of their vessels to withstand hurricane force conditions whether underway, at anchor or moored.

When winds exceed gale force winds (34 knots or 39 mph) drawbridges will not open. Pilots will generally refuse to move vessels as well. All plans and movements should be made well in advance of an approaching storm.

If you have any questions, please contact the Sector Inspections Dept at 713.671.5186.

Sincerely,

WILLIAM J. DIEHL  
Captain, U.S. Coast Guard  
Captain of the Port

## SECTOR HOUSTON-GALVESTON STORM PREPARATION CHECKLIST FOR FACILITIES

Facility operators should note, the COTP will not order vessels to depart the facility if doing so would unduly hazard the vessel.

**Port Condition SEASONAL ALERT:** A seasonal alert during which a hurricane can be expected to occur. This alert condition is automatically set on June 1<sup>st</sup> and remains in effect through November 30<sup>th</sup>, unless otherwise established. Waterfront facility owners and operators will take action to ensure the safety of the facility, its personnel, all vessels at the facility and the environment.

- \_\_\_\_\_ Review this plan to ensure familiarity upon setting Port Condition SEASONAL ALERT.
- \_\_\_\_\_ Coordinate any changes, updates or suggestions to this plan with Sector Houston - Galveston's Planning Branch.
- \_\_\_\_\_ Notification should be made to the COTP of any problems noted that would prevent or limit preparedness for the hurricane and identify potential problems or conditions that cannot be mitigated within 72 hours.
- \_\_\_\_\_ Follow hurricane procedures as listed in the facility's plan.
- \_\_\_\_\_ Ensure that vessels in Lay-up Status are prepared for the arrival of severe weather conditions. Lay-up plans should contain hurricane preparedness information.
- \_\_\_\_\_ Review the latest pier and wharf engineering surveys to determine if additional wastage/damage has occurred. Hurricane force winds may damage a weakened structure.

**Port Condition WHISKEY:** The COTP normally sets this condition 72 hours before the expected arrival of gale force winds (34 knots or 39 mph).

- \_\_\_\_\_ Monitor the approach of the hurricane as broadcast by the National Weather Service (NWS) and Coast Guard BNTMs and MSIBs. Utilize the web pages for the NWS and the National Hurricane Center at [www.nhc.noaa.gov/](http://www.nhc.noaa.gov/).
- \_\_\_\_\_ Notification should be made to the COTP of any problems noted that would prevent or limit preparedness for the hurricane, and identify potential problems or conditions that cannot be corrected or mitigated within 48 hours.
- \_\_\_\_\_ Due to the limited availability of resources as the storm approaches, labor should be scheduled and/or hired accordingly.
- \_\_\_\_\_ Make initial inspection of piers, docks, roadways and vessels to identify unsafe conditions such as excessive unsheltered storage, debris hazards, unsecured storage tanks or any other potential problems or conditions which cannot be mitigated within 48 hours.

SECTOR HOUSTON-GALVESTON STORM PREPARATION  
**CHECKLIST FOR FACILITIES**

- \_\_\_\_\_ Anticipate cessation of cargo handling operations at the setting of Port Condition ZULU.
  
- \_\_\_\_\_ Review expected vessel arrivals and departures to identify any potential need for assistance or impairment of port operations.
  
- \_\_\_\_\_ Evaluate the extent that a 96-hour interruption of cargo operations, during and after storm passage, will have on public safety, energy, or transportation needs. If a significant interruption is expected, it should be reported to the COTP.
  
- \_\_\_\_\_ Decide if vessels will be permitted to remain at facility moorings and determine facility capabilities based upon engineering analyses. If not, 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.

**Port Condition X-RAY:** The COTP normally sets this condition 48 hours before the expected arrival of gale force winds.

- \_\_\_\_\_ Maintain close contact with the COTP to advise of any unusual or dangerous situations. Notification should be made of any problems noted that will prevent or limit preparedness for the hurricane, and identify potential problems or conditions which cannot be mitigated within 24 hours.
  
- \_\_\_\_\_ Review and prepare for Port Conditions YANKEE and ZULU. Contact COTP with specific questions.

**Port Condition YANKEE:** The COTP normally sets this condition 24 hours before the expected arrival of gale force winds.

**THE DESIGNATED WATERS OF THE COTP HOUSTON-GALVESTON ZONE ARE CLOSED TO INBOUND TRAFFIC.**

- \_\_\_\_\_ Anticipate closure of the port when Port Condition ZULU is set.
  
- \_\_\_\_\_ Maintain close contact with the COTP to advise of any unusual or dangerous situations. Notification should be made of any problems noted that will prevent or limit preparedness for the hurricane, and identify potential problems or conditions which cannot be mitigated within 12 hours
  
- \_\_\_\_\_ Complete securing or removing any hazardous materials and reduce any potential debris hazards on piers, docks, roadways, etc.

**SECTOR HOUSTON-GALVESTON STORM PREPARATION  
CHECKLIST FOR FACILITIES**

**Port Condition ZULU:** The COTP normally sets this condition 12 hours before the expected arrival of gale force winds.

**THE DESIGNATED WATERS OF THE HOUSTON-GALVESTON COTP ZONE  
ARE CLOSED TO ALL INBOUND AND OUTBOUND TRAFFIC.**

A Safety Zone will be established for all waters within the COTP Zone at Port Condition ZULU, and will remain in effect until terminated by the COTP. Vessel movements without specific authorization are prohibited. Permission for vessels to move within the port may be granted up until 12 hours before the projected arrival of hurricane force winds.

- \_\_\_\_\_ Cease cargo and bunker handling operations and drain all lines (as applicable).
- \_\_\_\_\_ All debris hazards shall be properly secured.
- \_\_\_\_\_ All cargo cranes are to be secured and made fast.
- \_\_\_\_\_ Maintain close contact with the COTP to advise of any unusual or dangerous situations. Notification should be made to the COTP of any problems noted that will prevent or limit preparedness for the hurricane, and identify potential problems or conditions which cannot be mitigated within 6 hours.
- \_\_\_\_\_ Make final inspections to ensure the facility is secure and prepared for the approaching severe weather conditions, including adequate moorings of vessels remaining at the facility.

**POST-STORM RECOVERY:** The COTP will normally set Port Condition Recovery once conditions allow. COTP will begin conducting port surveys to assess damage to port infrastructure (Bridges, Aids to Navigation, etc.) to ensure that the waterways are safe to transit. Once these surveys are complete port restrictions may be eased as conditions allow.

- \_\_\_\_\_ Conduct a damage assessment survey as soon as possible after the passing of the storm. Notify the COTP of any persons in distress, major damage, pollution or any other hazardous situations as soon as possible.
- \_\_\_\_\_ It can be anticipated that commercial power and other utilities will be interrupted for up to 96 hours or more. The various draw and swing span bridges may experience delays or closures, which could severely hinder both marine and vehicle traffic.
- \_\_\_\_\_ Assess damages to docks and moorings, communications, storage tanks, lighting, and all cargo handling gear. Visually inspect cargo lines and, if damaged, conduct static liquid pressure test of cargo lines to at least 1½ times the maximum allowable working pressure (MAWP) for integrity. Make reports to the COTP.

## SECTOR HOUSTON-GALVESTON STORM PREPARATION CHECKLIST FOR AGENTS

**Port Condition SEASONAL ALERT:** A seasonal alert during which a hurricane can be expected to occur. This alert condition is automatically set on June 1<sup>st</sup> and remains in effect through November 30<sup>th</sup>, unless otherwise established.

- \_\_\_\_\_ Review this plan to ensure familiarity upon setting Port Condition SEASONAL ALERT.
- \_\_\_\_\_ Coordinate any changes, updates or suggestions to this plan with Sector Houston-Galveston's Planning Branch.
- \_\_\_\_\_ Notification should be made to the COTP of any problems noted that would prevent or limit preparedness for the hurricane, and identify potential problems or conditions that cannot be mitigated within 72 hours
- \_\_\_\_\_ Ensure that the vessels under contract are provided with the contents of this plan and made aware of their responsibilities regarding safety of the port in the event of a hurricane. Agents shall act as liaison between the Coast Guard and the vessels.

**Port Condition WHISKEY:** The COTP normally sets this condition 72 hours before the expected arrival of gale force winds (34 knots or 39 mph).

- \_\_\_\_\_ Monitor the approach of the hurricane as broadcast by the National Weather Service (NWS) and Coast Guard BNTMs and MSIBs. Utilize the web pages for the NWS and the National Hurricane Center at [www.nhc.noaa.gov/](http://www.nhc.noaa.gov/).
- \_\_\_\_\_ Notify the COTP of any problems noted that would prevent or limit preparedness for the hurricane, and identify potential problems or conditions that cannot be corrected or mitigated within 48 hours.
- \_\_\_\_\_ Due to the limited availability of resources as the storm approaches, labor should be scheduled and/or hired accordingly.
- \_\_\_\_\_ Anticipate and notify the COTP which vessels will be in port or bound for the COTP Zone within 48 hours of the arrival of gale force winds. Review expected vessel arrivals and departures to identify any potential need for assistance or impairment of port operations.
- \_\_\_\_\_ Notify all vessels that cargo operations must be completed within 24 hours and that they should depart port immediately upon completion.
- \_\_\_\_\_ Ensure that all vessels in Lay-up Status under your control are prepared for arrival of heavy weather conditions.
- \_\_\_\_\_ Review port emergency procedures and contacts with vessel masters.

**SECTOR HOUSTON-GALVESTON STORM PREPARATION**  
**CHECKLIST FOR AGENTS**

- \_\_\_\_\_ All self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT are expected to begin preparations for departure during this Port Condition unless granted permission to remain in port from the COTP. This request must be submitted to the Captain of the Port within the next 24 hours or prior to the setting of Port Condition X-RAY. The request may be faxed to the Sector Inspections Department at 713.671.5185 and shall include the information on the Vessel Checklist included in this section.

**Port Condition X-RAY:** The COTP normally sets this condition 48 hours before the expected arrival of gale force.

- \_\_\_\_\_ All self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT must schedule departure at least 12 hours prior to gale force winds unless granted permission to remain in port by the COTP.
- \_\_\_\_\_ Maintain close contact with COTP to advise of any unusual or dangerous situations. Notification should be made to the COTP of any problems noted that will prevent or limit preparedness for the hurricane and identify potential problems or conditions which cannot be mitigated within 24 hours.
- \_\_\_\_\_ Review and prepare for Port Conditions YANKEE and ZULU. Contact COTP with specific questions.
- \_\_\_\_\_ Ensure vessels that have permission to remain in port conduct final preparations for seeking shelter. Notify vessel operators to anticipate delays at drawbridges due to vehicular evacuation routing or the possible securing of drawbridges for their protection. Bridges may be secured at Port Condition ZULU or when winds exceed 39 mph.

**Port Condition YANKEE:** The COTP normally sets this condition 24 hours before the expected arrival of gale force winds.

**THE DESIGNATED WATERS OF THE COTP HOUSTON-GALVESTON ZONE**  
**ARE CLOSED TO INBOUND TRAFFIC.**

- \_\_\_\_\_ Anticipate closure of the port to inbound and outbound traffic when Port Condition ZULU is set.
- \_\_\_\_\_ Notify the COTP of any problems noted that will prevent or limit preparedness for the hurricane. Identify potential problems or conditions which cannot be mitigated within 12 hours.
- \_\_\_\_\_ Agents should ensure adequate preparations are being conducted by the vessel master and crew. All self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT must schedule departure at least 12 hours prior to the arrival of gale force winds unless

SECTOR HOUSTON-GALVESTON STORM PREPARATION  
**CHECKLIST FOR AGENTS**

permission has been granted by the COTP to remain in port.

**Port Condition ZULU:** The COTP normally sets this condition 12 hours before the expected arrival of gale force.

**THE DESIGNATED WATERS OF THE COTP HOUSTON-GALVESTON  
ZONE ARE CLOSED TO INBOUND AND OUTBOUND TRAFFIC.**

A Safety Zone will be established for all waters within the COTP Houston-Galveston Zone at Port Condition ZULU and will remain in effect until terminated. Vessel movements without specific authorization from the COTP are prohibited. Permission for vessels to move within the port may be granted up until 12 hours before the projected arrival of hurricane force winds.

- \_\_\_\_\_ Cease regular cargo and bunker handling operations and drain all lines (as applicable).
- \_\_\_\_\_ Maintain close contact with COTP to advise of any unusual or dangerous situations. Notification should be made to the COTP of any problems noted that will prevent or limit preparedness for the hurricane, and identify potential problems or conditions which cannot be mitigated.
- \_\_\_\_\_ Notify vessels en route to the area that gale force winds are expected within 12 hours and the waters of the COTP Houston-Galveston are closed; direct vessels to remain at sea or seek alternate ports.

**POST-STORM RECOVERY:** The COTP will normally set Port Condition Recovery once conditions allow and will begin conducting port surveys to assess damage to port infrastructure (Aids to Navigation, plants, facilities, etc.) to ensure that the waterways are safe to transit. Once these surveys are complete port restrictions may be eased as conditions allow.

- \_\_\_\_\_ Conduct a damage assessment survey as soon as possible after the passing of the storm. Notify the COTP of any persons in distress, major damage, pollution or any other hazardous situations as soon as possible.
- \_\_\_\_\_ It can be anticipated that commercial power and consequently other utilities may be interrupted for up to 96 hours or more. The various bridges may experience delays or closures, which could severely hinder both marine and vehicle traffic.
- \_\_\_\_\_ Contact vessels and collect status assessments. Report same to COTP. Direct vessels not to move or resume operations until authorized by the COTP.

## SECTOR HOUSTON-GALVESTON STORM PREPARATION CHECKLIST FOR PILOTS

**Port Condition SEASONAL ALERT:** A seasonal alert during which a hurricane can be expected to occur. This alert condition is automatically set on June 1<sup>st</sup> and remains in effect through November 30<sup>th</sup>, unless otherwise established.

- \_\_\_\_\_ Review this plan to ensure familiarity upon setting Port Condition SEASONAL ALERT.
- \_\_\_\_\_ Coordinate any changes, updates or suggestions to this plan with Sector Houston-Galveston Planning Department prior to May 15<sup>th</sup>.
- \_\_\_\_\_ Notification should be made to the COTP of any problems noted that would prevent or limit preparedness for the hurricane, and identify potential problems or conditions that cannot be mitigated within 72 hours.

**Port Condition WHISKEY:** The COTP normally sets this condition 72 hours before the expected arrival of gale force winds (34 knots or 39 mph).

- \_\_\_\_\_ Monitor the approach of the hurricane as broadcast by the National Weather Service (NWS) and Coast Guard BNTMs and MSIBs. Utilize the web pages for the NWS and the National Hurricane Center at [www.nhc.noaa.gov/](http://www.nhc.noaa.gov/).
- \_\_\_\_\_ All self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT are expected to begin preparations for departure during this Port Condition unless granted permission to stay in port from the COTP. This request must be submitted to the COTP within the next 24 hours or prior to the setting of Port Condition X-RAY.
- \_\_\_\_\_ Notification should be made to the COTP of any problems noted that would prevent or limit preparedness for the hurricane, and identify potential problems or conditions that cannot be corrected or mitigated within 48 hours.
- \_\_\_\_\_ Anticipate requests for arrangements to shift vessels to sea upon setting Port Condition X-RAY.

**Port Condition X-RAY:** The COTP normally sets this condition 48 hours before the expected arrival of gale force winds.

- \_\_\_\_\_ All self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT are expected to be finalizing preparations for departure during the next 24 hours unless granted permission to stay in port from the COTP.
- \_\_\_\_\_ All outbound self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT must clear the sea buoy at least 12 hours prior to gale force winds.

SECTOR HOUSTON-GALVESTON STORM PREPARATION  
**CHECKLIST FOR PILOTS**

- \_\_\_\_\_ Maintain close contact with the COTP to advise of any unusual or dangerous situations. Notification should be made to the COTP of any problems noted that will prevent or limit preparedness for the hurricane, and identify potential problems or conditions which cannot be mitigated within 24 hours.
  
- \_\_\_\_\_ Review and prepare for Port Conditions YANKEE and ZULU. Contact the COTP with specific questions.
  
- \_\_\_\_\_ Vessels should conduct final preparations for seeking shelter. Vessels should anticipate delays at drawbridges due to vehicular evacuation routing or the possible securing of drawbridges for their protection. Bridges may be secured at Port Condition ZULU or when winds exceed 39 mph.

**Port Condition YANKEE:** The COTP normally sets this condition 24 hours before the expected arrival of gale force winds.

**THE DESIGNATED WATERS OF THE COTP HOUSTON-GALVEESTON ZONE ARE CLOSED TO INBOUND TRAFFIC.**

- \_\_\_\_\_ Anticipate closure of the port to all inbound and outbound traffic when Port Condition ZULU is set.
  
- \_\_\_\_\_ All self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT must clear the sea buoy at least 12 hours prior to gale force winds.
  
- \_\_\_\_\_ Inform the COTP of any vessels requesting to moor within the COTP Zone.
  
- \_\_\_\_\_ Advise the COTP when pilot services will be suspended.

**Port Condition ZULU:** The COTP normally sets this condition 12 hours before the expected arrival of gale force winds.

**THE DESIGNATED WATERS OF THE COTP HOUSTON-GALVESTON ZONE WATERWAYS ARE CLOSED TO INBOUND AND OUTBOUND TRAFFIC.**

A Safety Zone is established for all waters within the COTP zone, and will remain in effect until terminated by the COTP. Vessel movements without specific authorization from the COTP are prohibited. Permission for vessels to move within the port may be granted up until 12 hours before the projected arrival of hurricane force winds.

- \_\_\_\_\_ Maintain close contact with the COTP to advise of any unusual or dangerous situations. Notification should be made to the COTP of any problems noted that will

SECTOR HOUSTON-GALVESTON STORM PREPARATION  
**CHECKLIST FOR PILOTS**

prevent or limit preparedness for the hurricane, and identify potential problems or conditions which cannot be mitigated

- \_\_\_\_\_ Notify vessels en route to this area that gale force winds are expected within 12 hours and the waters of the COTP Zone are closed. Pilots should inform vessels to remain at sea or seek alternate ports.

**POST-STORM RECOVERY:** The COTP will normally set Port Condition Recovery once conditions allow. The COTP will begin conducting port surveys to assess damage to port infrastructure (bridges, Aids to Navigation, plant, facilities, etc.) to ensure that the waterways are safe to transit. Once these surveys are complete port restrictions may be eased as conditions allow.

- \_\_\_\_\_ Conduct a damage assessment survey as soon as possible after the passing of the storm. Notify the COTP of any persons in distress, major damage, pollution or any other hazardous situations as soon as possible.
- \_\_\_\_\_ It can be anticipated that commercial power and consequently other utilities will be interrupted for up to 96 hours or more. The various bridges may experience delays or closures, which could severely hinder both marine and vehicle traffic.
- \_\_\_\_\_ Assist the COTP in assessing channel and aids to navigation damage, assist vessels in distress, and coordinate vessel movements.

## SECTOR HOUSTON-GALVESTON STORM PREPARATION CHECKLIST FOR SECTOR HOUSTON-GALVESTON

**Port Condition SEASONAL ALERT:** A seasonal alert during which a hurricane can be expected to occur. This alert condition is automatically set on June 1<sup>st</sup> and remains in effect through November 30<sup>th</sup>, unless otherwise established.

- \_\_\_\_\_ Review this plan to ensure familiarity upon setting Port Condition SEASONAL ALERT.
- \_\_\_\_\_ Conduct plan review prior to June 1<sup>st</sup>. Ensure updates are provided to all plan holders.
- \_\_\_\_\_ Incorporate any changes, updates or suggestions to this plan based on suggestions by community, industry and stakeholders.
- \_\_\_\_\_ Work with port stakeholders, industry partners and the local communities to identify any problems noted that would prevent or limit preparedness for the hurricane; determine potential problems or conditions that cannot be mitigated within 72 hours.
- \_\_\_\_\_ Sponsor a hurricane preparedness meeting to ensure industry partners, port stakeholders and the local communities are familiar with the plan.
- \_\_\_\_\_ Announce the beginning of hurricane season by either a MSIB or other means. Where possible, any changes to the hurricane plan will be forwarded at the same time.
- \_\_\_\_\_ Send Severe Weather Condition 5 attainment message to D8 on June 1<sup>st</sup>.

**Port Condition WHISKEY:** The COTP normally sets this condition 72 hours before the expected arrival of gale force winds (34 knots or 39 mph).

- \_\_\_\_\_ Monitor the approach of the hurricane as broadcast by the National Weather Service (NWS). Utilize the web pages for the National Weather Service and the National Hurricane Center at [www.nhc.noaa.gov/](http://www.nhc.noaa.gov/).
- \_\_\_\_\_ Issue a Broadcast Notice to Mariners (BNTM) and MSIB setting Port Condition WHISKEY.
- \_\_\_\_\_ Activate the Port Coordination Team (PCT) to coordinate the use of resources needed to move and assist vessels in port, determine berthing priorities and determine which anchorages are available for use as designated commercial vessel hurricane anchorages.
- \_\_\_\_\_ Conduct harbor patrols to identify potential hazardous conditions that cannot be corrected within 48 hours. Conditions requiring correction will be documented, and correction required by, a COTP order issued to the vessel and/or facility operators.

## SECTOR HOUSTON-GALVESTON STORM PREPARATION CHECKLIST FOR SECTOR HOUSTON-GALVESTON

Pay particular attention to vessels under repair or otherwise restricted in their ability to maneuver.

- \_\_\_\_\_ Increase oversight of Advance Notices of Arrival to identify any potential need for assistance and adverse impact on port operations. Coordinate with the appropriate industry partners and representatives to provide information on vessel location, cargo, destination and estimated times of arrival and departure of vessels. Consider restrictions for the operations of, or denial of entry into the port to vessels with certain cargoes.
- \_\_\_\_\_ Coordinate with the US Army Corps of Engineers (USACE) to identify the status and location of dredges operating within the zone.
- \_\_\_\_\_ Ensure representatives for laid-up vessels are taking appropriate actions.
- \_\_\_\_\_ Establish time for suspension of offshore lightering operations depending on forecasted track of storm.
- \_\_\_\_\_ Provide applications to remain in port to all self-propelled oceangoing vessels over 500 GT, all oceangoing barges and their supporting tugs, and all tank barges over 200 GT.

**Port Condition X-RAY:** The COTP normally sets this condition 48 hours before the expected arrival of gale force winds.

- \_\_\_\_\_ Identify local towing companies available for emergency assistance needed by vessels unable to depart the port.
- \_\_\_\_\_ Consult with USACE on status of dredging operations and issue COTP orders where needed to require dredges, dredge pipelines and support vessels to move clear of navigable channels and seek sheltered moorings.
- \_\_\_\_\_ Evaluate Applications To Remain in Port.

**Port Condition YANKEE:** The COTP normally sets this condition 24 hours before the expected arrival of gale force winds.

### **THE DESIGNATED WATERS OF THE COTP HOUSTON-GALVESTON ZONE ARE CLOSED TO INBOUND TRAFFIC.**

- \_\_\_\_\_ Anticipate closure of the port when Port Condition ZULU is set.
- \_\_\_\_\_ Monitor vessel movements. All commercial vessel traffic must be completely secured at their moorings at least 12 hours prior to the arrival of gale force winds.
- \_\_\_\_\_ Inspect vessels approved to remain at their berth for proper mooring, manning levels and stowage practices, and ensure all other vessels have departed.

## SECTOR HOUSTON-GALVESTON STORM PREPARATION CHECKLIST FOR SECTOR HOUSTON-GALVESTON

- \_\_\_\_\_ Conduct harbor patrols to address any remaining discrepancies. Issue COTP orders to vessels or facilities that refuse to follow the safety recommendations and fail to make adequate preparations.

**Port Condition ZULU:** The COTP normally sets this condition 12 hours before the expected arrival of gale force winds.

### **THE DESIGNATED WATERS OF THE COTP HOUSTON-GALVESTON ZONE ARE CLOSED TO INBOUND AND OUTBOUND TRAFFIC.**

- \_\_\_\_\_ Curtail regular operations as applicable; notify facilities, vessels and agents to cease cargo and bunker handling operations.
- \_\_\_\_\_ Establish a Safety Zone to close all waters within the COTP zone, to remain in effect until terminated. Vessel movements without specific authorization from the COTP are prohibited. Permission for vessels to move within the port may be granted up until 12 hours before the projected arrival of hurricane force winds.
- \_\_\_\_\_ Maintain close contact with maritime industry partners to advise of any unusual or dangerous situations. Identify any problems noted that will prevent or limit preparedness for the hurricane, and identify potential problems or conditions which cannot be mitigated.
- \_\_\_\_\_ Make final inventory of vessels in port.
- \_\_\_\_\_ Activate the alternate ICP (if necessary) and provide the port community contact information. Maintain regular communications with emergency management agencies through the PCT.

**POST-STORM RECOVERY:** The COTP will normally set Port Condition Recovery once conditions allow. The COTP will begin conducting port surveys to assess damage to port infrastructure to ensure the waterways are safe to transit. Once these surveys are complete port restrictions may be eased as conditions allow.

- \_\_\_\_\_ Conduct a damage assessment survey as soon as possible after the passing of the storm. Notify the COTP of any persons in distress, major damage, pollution or any other hazardous situations as soon as possible.
- \_\_\_\_\_ It can be anticipated that commercial power and other utilities may be interrupted for up to 96 hours or more. Bridges may experience delays or closures, which could severely hinder both marine and vehicle traffic.
- \_\_\_\_\_ Account for all ships which remained in port and any new arrivals. Obtain status of waterfront facilities.

## SECTOR HOUSTON-GALVESTON STORM PREPARATION CHECKLIST FOR SECTOR HOUSTON-GALVESTON

- \_\_\_\_\_ Look for persons/vessels in distress, pollution, debris, navigation aids displaced, etc.
  
- \_\_\_\_\_ If required, contract towing companies that have current Blanket Purchasing Agreements to secure breakaway vessels that pose a pollution risk. The National Pollution Fund Center will provide a Federal Project Number.
  
- \_\_\_\_\_ Render assistance as appropriate. Prioritize and coordinate response and relief efforts in the following order:
  1. Search and Rescue
  2. Evaluate vessels reporting distress
  3. Response to fires, HAZMAT, and oil pollution incidents with potentially significant impact
  4. Hazards to navigation
  5. ATON (daytime) positioning
  6. Evaluate facility damage
  7. Shoaling
  8. ATON (night time)
  9. Minor releases of HAZMAT and oil pollution incidents
  10. Evaluate abandoned vessels for pollution threat
  11. Law enforcement
  12. Conduct security patrols as requested and resources become available
  13. Conduct routine law enforcement
  14. Resume normal maritime patrols
  
- \_\_\_\_\_ Coordinate survey of commercial channels as soon as possible with USACE. Prioritize resumption of transportation and commerce as follows:
  1. Initial assessment by Coast Guard vessels while reconstituting through:
    - a) Aids to navigation surveys
    - b) Depth sounder surveys
  
  2. If the initial assessment is satisfactory, the river will be opened to recreational vessels and commercial vessels with a draft of less than 10 feet.
  
  3. The USACE will assess the entrance channels and rivers through survey.
  
  4. Reestablish normal port control operations.