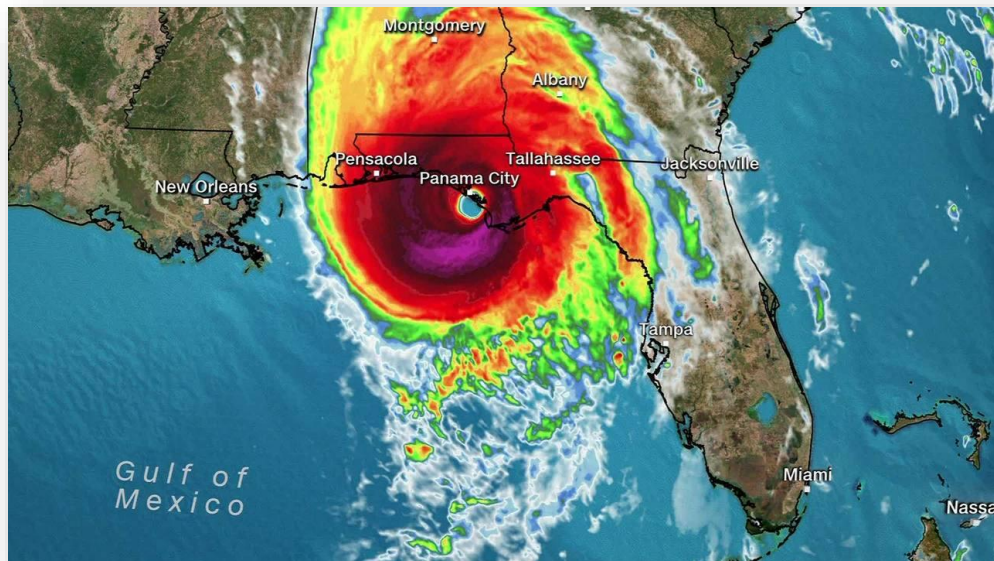




**PORT PANAMA CITY
U.S.A.**

**HURRICANE CONTINGENCY PLAN
EAST AND WEST MARINE TERMINALS**



2021

WEST TERMINAL N 30 DEGREES 10'34.56" W 85 DEGREES 43'58.06"

EAST TERMINAL N 30 DEGREES 08'14.04" W 85 DEGREES 37'38.70"

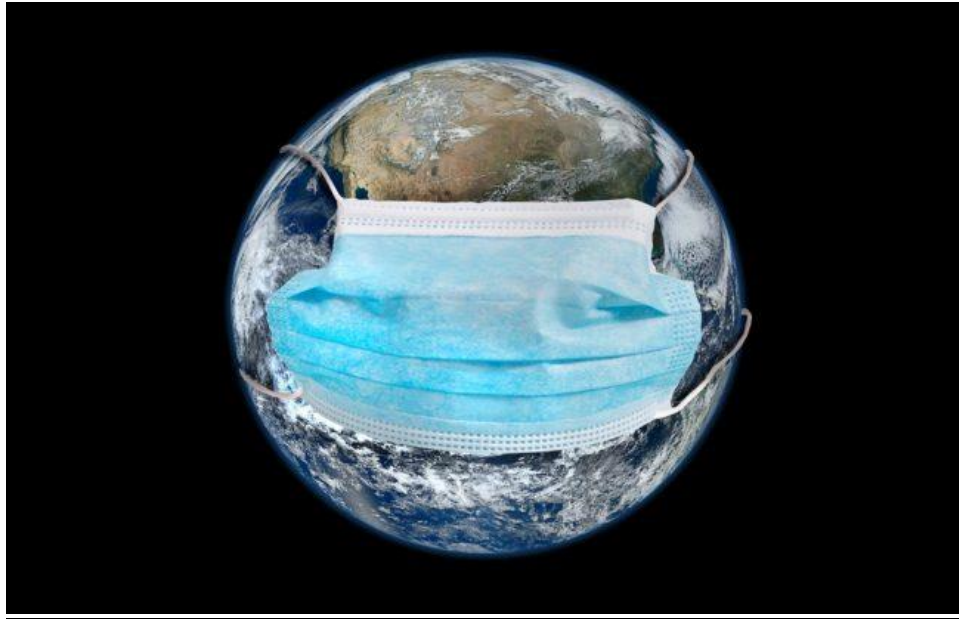
PLAN GUIDE

<u>SECTION</u>	<u>PAGE #</u>
1. Distribution List	Page 2
2. NOAA Statement regarding COVID-19	Page 3
3. Emergency Phone Numbers	Page 4
4. U.S. Coast Guard Contact and Storm Information	Page 5
5. U.S. Coast Guard Port Conditions Table	Page 6
6. Glossary of Terms	Page 7
7. Hurricane Category Descriptions	Page 8
8. St. Andrew Bay Pilots Hurricane Plan	Page 9
9. Port Authority Hurricane Contingency Timelines	Page 10

SECTION 1: DISTRIBUTION LIST

American Commercial Barge Lines
Bay County Emergency Management
BBC Chartering
Berg Steel Pipe Corporation, and Berg Steel Main Guard House
Biehl and Company
Cooper/ T Smith
Eastern Shipbuilding
Enviva Biomass
FDOT District III Chipley
GAC Shipping
Genesee and Wyoming Southern Region/ Bay Line Railroad
G2 OCEAN (Gary Hightower) Atlanta Office
Gulf Harbor Shipping
Hirth Ship Agencies
Host Agencies
Irwin Brown Company
Kraton Corporation
Linea Peninsular
Mar-K Towing
Martin-Marietta Aggregates
NOAA- Tim Osborn
Nord-Sud Shipping
Norton-Lilly International
Oceaneering
Oslo Caribbean Carriers
Page & Jones, Inc.
Panama City Police Department
Parker Towing
Paul Boulo, Inc.
Panama City Port Authority All Departments, All Security Gates
Premier Stevedoring
Red Star Yeast
Seagull Marine-Agility
Seaboard Marine
Shelton Trucking
SSA Marine
St. Andrew Bay Pilots Association-Capt. Rick Frudaker and Capt. Zach Condon
Transmarine Chartering
Tri-State Maritime
U.S. Army Corps of Engineers
U.S. Customs & Border Protection
U.S. Coast Guard Station Panama City, Florida and COTP Mobile, Alabama
Weiser Security
Westrock Panama City Mill

SECTION 2: NOAA COVID-19 STATEMENT



“As Americans focus their attention on a safe and healthy reopening of our country, it remains critically important that we also remember to make the necessary preparations for the upcoming hurricane season,” said Secretary of Commerce Wilbur Ross. “Just as in years past, NOAA experts will stay ahead of developing hurricanes and tropical storms and provide the forecasts and warnings we depend on to stay safe.”

As with every hurricane season, the need to be prepared is critically important this year.

“Social distancing and other CDC guidance to keep you safe from COVID-19 may impact the disaster preparedness plan you had in place, including what is in your go-kit, evacuation routes, shelters and more. With tornado season at its peak, hurricane season around the corner, and flooding, earthquakes and wildfires a risk year-round, it is time to revise and adjust your emergency plan now,” said Carlos Castillo, acting deputy administrator for resilience at FEMA. “Natural disasters won’t wait, so I encourage you to keep COVID-19 in mind when revising or making your plan for you and your loved ones, and don’t forget your pets. An easy way to start is to download the FEMA app today.”

SECTION 3: EMERGENCY PHONE NUMBERS

Panama City Police or Ambulance	911	Port Panama City Off-site Emergency Information Number	866-659-7832
Ambulance	850-769-1638 (1630)	Parker Hauling	850-914-2112
AT&T	1-866-620-6900 (We are a "Large Business Account")	Port Security West Terminal Gate	850-767-3250
Bay County Emergency Service	850-784-4000 (24 hr.)	Port Security East Terminal Gate	850-740-0765
Bay Medical Center	850-769-1511	Port Security Office	850-767-3225 / 850-767-3211
Bay County Sheriff's Office	850-785-4351 or 850-747-4700	Port Security -Ronnie Holland	850-767-3225
Customs & Border Protection/ Port Director	850-785-4688 / 24 Hr. 850-258-5635	St. Andrew Bay Pilots	Captain Rick Frudaker 850-832-7418
Florida Fish and Wildlife Conservation Commission Bureau of Marine Enforcement (Florida Marine Patrol)	1-850-265-3677	St. Andrew Bay Pilots	Captain Zach Condon 781- 738-1825
(Blank)	(Blank)	St. Andrew Bay Pilots	Captain Phillip Brady 251-214-2715
Gulf Coast Hospital	850-769-8341	HULL'S Environmental Emergency Response Spill Cleanup	850-571-3124 (Panama City Office) 866-450-9077 (24 HR EMERGENCY)
Gulf Power	1-800-487-6937 (24 HR EMERGENCY)	TECO Natural Gas	877-832-6747 (24 HR EMERGENCY)
Panama City Beach Fire Department	850-233-5120	U.S. Army Corps of Engineers	850-784-9780
Panama City Beach Police Department	850-233-5010	Waste Management	850-871-2760
Panama City Fire Department	850-872-3059	Waste Pro (Waste Dumpster Provider)	850-872-1800
Panama City Police Department	850-872-3112	BCC (Pellet Dumpster Provider)	850-238-3609

SECTION 4: UNITED STATES COAST GUARD CONTACT AND STORM INFORMATION

CCGD8 – Commander, Coast Guard District Eight

The Coast Guard unit is in command of units in the Gulf and Mid-West states and will issue condition alerts to:

Captain of the Port (C.O.T.P.) United States Coast Guard Marine Safety Office Mobile	150 North Royal Street P.O. Box 2924 Mobile, AL 36652-2924	Phone: (251) 441-5121	Fax: (251) 441-6169
United States Coast Guard Marine Safety Office Panama City	1700 Thomas Drive Panama City, FL 32408	Phone: (850) 233-0366	Cell: (850)-814-8851

All hurricane conditions are established by CCGD8 (except Condition V, which is automatically set annually). CCGD8 notifies all affected commands via message of hurricane conditions established, and of required unit action in setting alerts locally. Hurricane conditions are:

TIME BEFORE LANDFALL	COAST GUARD CONDITION	CIVILIAN ADVISORY
01 JUN – 30 NOV	V	SEASON
72 HOURS	IV	ALERT
48 HOURS	III	WATCH
24 HOURS	II	WARNING
12 HOURS	I	DANGER

USCG hurricane conditions compared to civilian hurricane advisories

- **CONDITION V:**
An alert automatically set annually during the traditional hurricane season between 1 June and 30 November.
- **CONDITION IV:**
An ALERT condition during which threatening winds are expected within 72 hours.
- **CONDITION III:**
A READINESS condition during which hurricane force winds (64/74 mph) are possible within 48 hours; also known as a **HURRICANE WATCH**.
- **CONDITION II:**
A WARNING condition during which hurricane force winds are possible within 24 hours; also known as a **HURRICANE WARNING**.
- **CONDITION I:**
A DANGER condition during which hurricane force winds are possible within 12 hours.

SECTION 5: UNITED STATES COAST GUARD HURRICANE PORT CONDITIONS

WHISKEY AND X-RAY	YANKEE	ZULU
<p>The measures taken by whiskey and x-ray are the same with the exception of the notification of vessels over 300 GT remaining in Port. The date and time that the checklists must be submitted by will be made through the Marine Safety Information Broadcasts 9MSIB's. To enter, transit, or remain within this safety zone, vessels must comply with the following requirements:</p> <ul style="list-style-type: none"> ➤ REPORT INTENTIONS TO SECTOR MOBILE. All commercial vessels and ocean-going barges greater than 300 tons must advise COTP intent to remain in port or depart. If intending to remain in port, all vessels and port facility operators must submit notification to COTP. As the storm approaches, it is anticipated that SECTOR MOBILE may be evacuated from their normal office space, therefore, representatives will be assembled in an Incident Command Center with the appropriate notification and contact information sent to COTP stakeholders. The COTP will establish safety zones within the COTP zone and make notifications through MSIB's. Due to the large geographic region of the COTP Mobile zone, port conditions may vary based on expected impact areas. It is important that each stakeholder monitor the promulgated MSIB's as released. ➤ CLOSURE OF DEPARTURE/ARRIVAL WINDOWS. Ocean-going vessels and barges over 300 GT departing port must depart no later than 12 hours prior to arrival of gale force winds (Port Condition ZULU). Vessels bound for COTP Mobile Ports which are unable to arrive 12 hours prior to arrival of gale force winds are advised to seek an alternate destination. ➤ CARGO OPERATIONS/BUNKERING. All transfer operations must cease upon arrival of 40 mph winds. All vessels intending to leave port and requiring bunkers shall plan accordingly to ensure preparations for departure are complete no less than 12 hours prior to arrival of gale force winds. ➤ SMALLER COMMERCIAL VESSELS NOT RESTRICTED BY DRAFT. Smaller commercial vessels not restricted by draft, including fishing vessels, are asked to seek shelter outside the deep draft shipping channels and turning basins. 	<p>12 Hours prior to arrival of gale force winds.</p> <ul style="list-style-type: none"> ➤ NO VESSELS MAY ENTER, TRANSIT, OR REMAIN WITHIN ESTABLISHED SAFETY ZONES WITHOUT PERMISSION FROM THE COTP MOBILE. ➤ VESSELS DESIRING TO DEPART PORT. Movement of vessels and barges over 300 gross tons desiring to depart the port must contact the COTP and arrange for immediate departure. ➤ CEASE CARGO OPERATIONS. All cargo operations must cease when winds reach 40 mph. ➤ DISCONNECT TRANSFER HOSES. Disconnect all transfer hoses and loading arms when winds reach 50 mph. ➤ ALL VESSELS MUST BE AT MOORING SITE. All commercial vessels and barges greater than 300 GT remaining in port must be at their mooring site in accordance with their "Remaining In Port Checklist" as approved by the COTP. ➤ Vessels bound for port are advised to seek alternate destination. <p>WITHIN 12 HOURS OF EXPECTED GALE FORCE WINDS, THE COTP WILL SET PORT CONDITION ZULU. FUTURE PORT CONDITIONS ARE CONTINGENT ON THE STORMS COURSE AND SPEED. SHOULD THE STORM INCREASE SPEED, CONDITION ZULU MAY BE SET SOONER.</p>	<p><u>PORT STATUS: CLOSED.</u></p> <ul style="list-style-type: none"> ➤ ALL MOVEMENTS REQUIRE COTP APPROVAL. ➤ STORM LANDFALL PREDICTED WITHIN 12 HOURS.

SECTION 6: GLOSSARY OF TERMS

CATEGORY	CONSTANT WINDS (MPH)	STORM SURGE ABOVE NORMAL
TROPIC DISTURBANCE	Thunder storms that hold shape 24hrs	Cyclone
TROPIC DEPRESSION	38 or less	Cyclone
TROPICAL STORM	39-73	Cyclone
I	74-95	4-5'
II	96-110	6-8'
III	111-129	9-12'
IV	13-156	13-18'
V	>157 mph	>18'

- **TROPICAL DISTURBANCE:**
A moving area of thunderstorms in the tropics that maintains its identity for 24 hours or more.

- **TROPICAL DEPRESSION:**
A tropical cyclone in which the maximum surface winds are 33 knots (38 mph) or less.

- **TROPICAL STORM:**
A tropical cyclone where constant wind speed ranges between 34-63 knots (39 – 73 mph).

- **STORM SURGE:**
A condition caused by some hurricanes in which the sea level rises above normal tidal limits, with giant wind-driven waves and strong, unpredictable currents. Storm surges have unquestionably been the most destructive and life-threatening condition of a hurricane.

- **HURRICANE:**
Rotary circulation of winds, producing a CONSTANT wind speed of 64 knots (74 mph) or more. The following scale categorizes hurricanes by the potential disaster they pose:

- **HURRICANE WATCH:**
A READINESS advisory issued by the National Weather Service meaning that hurricane force winds (64 knots/74mph) are possible within 48 hours. Equates to CONDITION III.

- **HURRICANE WARNING:**
A WARNING advisory issued by the National Weather Service meaning that hurricane force winds (64 knots/74 mph) are possible within 24 hours. Equates to CONDITION II.

SECTION 7: HURRICANE CATEGORY DESCRIPTIONS

➤ **CATEGORY 1: Very Dangerous Winds Will Produce Some Damage**

Sustained 74-95 mph winds that can cause a storm surge 4-5 feet above normal. Anticipated damage includes flooding of low-lying coastal roads, minor pier damage, some small craft in exposed anchorages break moorings, and minor building damage. Well-constructed homes may sustain damage to roofs, shingles, vinyl siding, and gutters. Large tree branches will snap and smaller trees will be uprooted causing damage to power lines and poles. Power outages could last several days after the storm.

➤ **CATEGORY 2: Extremely Dangerous Winds Will Cause Extensive Damage**

Sustained 96-110 mph winds that can cause a storm surge 6-8 feet above normal. Anticipated damage includes flooding of coastal roads and low-lying inland evacuation routes 2-4 hours before the storm center makes landfall, considerable pier damage, flooded marinas, trees blown down, major structural damage to exposed mobile homes, and some roof, window and door damage, and well-built structures may experience damage to roof decking and gable ends. Power outages could last several days to weeks.

➤ **CATEGORY 3: MAJOR Devastating Damage Will Occur**

Sustained 111-129 mph winds that can cause a storm surge 9-12 Feet above normal. Anticipated damage includes serious flooding along the coast and Low-lying inland evacuation routes 3-5 hours before the storm center makes landfall. Wind, water and debris combine to destroy smaller coastal structures, damage larger coastal structures, destroy most mobile homes, and cause structural damage to small residences.

➤ **CATEGORY 4: MAJOR Catastrophic Damage Will Occur**

Sustained 130-156 mph winds that can cause a storm surge 13-18 feet above normal. Anticipated damage includes serious flooding along the coast and low-lying inland evacuation routes 3-5 hours before the storm center makes landfall. Wind, water and debris combine to cause major damage to lower floors of most coastal structures, extensive roof, window and door damage, and complete failure of roofs and some walls on many small residences. Fallen trees and power poles will isolate residential areas, with entire electrical grids subject to devastation. Most areas will be uninhabitable for weeks or months.

➤ **CATEGORY 5: MAJOR The Most Severe Catastrophic Damage Will Occur**

Sustained winds greater than 157 mph that can produce a storm surge greater than 18 feet above normal. Anticipated damage includes severe flooding along the coast and low-lying inland evacuation routes 3-5 hours before the storm center makes landfall. Wind, water and debris combine to cause total roof failures and structure failures. A high percentage of framed homes will be destroyed. Fallen trees and power poles will isolate residential areas, with entire electrical grids subject to total devastation. Most areas will be uninhabitable for months and even years.

SECTION 8: St. ANDREW BAY PILOTS HURRICANE PLAN

Tropical Systems and Hurricanes are unpredictable and subject to rapid changes in intensity and movement. Action must be taken early so as not to create a dangerous situation for life, property and the environment.

The U.S. Coast Guard and the National Weather Service Hurricane Warning Systems advise that Threatening Winds can to be expected within 72 hours ahead of a storm and Hurricane Force Winds are possible within 48 hours of the storm's arrival.

Our Hurricane Plan and Policy calls for early action to be taken when threatened by these conditions. The following timelines are minimums and may be advanced if conditions warrant:

- **At the 72-hour Hurricane Alert Notice when Panama City is in or near the Red Zone Sector:**
ALL Ships in the Port Area are hereby given notice to complete or cancel operations and make ready to depart the Port. No boarding of inbound large or deep draft vessels. Boarding of other vessels will be limited, if at all. Conditions and movement of the storm will be continuously monitored.
- **No later than 60 hours prior to landfall:**
All vessels are to begin evacuating the Port in the order of the largest vessels departing first.
- **Before the 48-hour Hurricane Watch Notice:**
All vessels are to be out of the Port or have clearance to stay in Port for the duration of the storm from the USCG Captain of the Port in Mobile, Alabama. Pilot Services may not be available beyond this point.

From this point forward conditions will continue to deteriorate with increasing winds and seas. These conditions become more dangerous for us personally, the safety of vessels departing the Port and their ability to evade the storm's path.

We must have time for securing our pilot vessels and to evacuate the area if necessary. Boatyards and bayous are limited and these places become closed, crowded and full, very early.

Below is a link to the Pilot plan:

<http://standrewbaypilots.com/hurricane-plan/>

SECTION 9: PORT HURRICANE CONTINGENCY PLAN

➤ **OBJECTIVE**

- To provide an orderly method of shutting down and securing port equipment and other facilities in the event of a hurricane, and for reopening the Port as soon as possible.

➤ **SCOPE**

- This procedure describes precautions taken by the Port to prepare for a hurricane.

➤ **ADVANCED PREPARATION**

- The plan should be reviewed at the beginning of the hurricane season, and prior to each possible hurricane. Each review should include the following actions:

1. Update the supervisory and employee phone list.
2. Notify outside services and contractors of what machinery, equipment and other property they have on the port. Get phone numbers of their key people at a location where they can be reached in the event of a hurricane.
3. Request ALL tenants provide the Port with their supervisory phone numbers and their evacuation and return plans and timetables.
4. Review with department heads each department's responsibilities within the plan.
5. Update department responsibilities as preparation tasks may change each season.
6. When A Hurricane is Threatening Panama City - Agents and vessel operators should consult with the harbor pilots and tug operator to determine the pilots and tugs availability for sailing vessel ahead of the storm.
7. The Port Authority's timetable for preparations described in the following sections may be adjusted according to the day of the week and the time of day when possible landfall is expected.

➤ **HURRICANE ALERT: Condition IV –Threatening winds expected within 72 hours.**

- Review plan and schedule planning meeting with managers and key tenant personnel.
- Advise customers, tenants, and vendors that the port will suspend receiving or dispatching cargo if a hurricane watch is announced (Condition III).
- All vessels should begin preparations to complete operations and depart the Port.
- Barges should be moved from the Port.

- **HURRICANE WATCH: Condition III: Estimated landfall within 48 Hours.** Hurricane conditions are a real possibility, not that they are imminent. A planning meeting will be held to discuss the following items:
 - Review areas of responsibility
 - Equipment and employees will be assigned to area managers to prepare for shutdown requirements.
 - Advise customers that no cargo or rail equipment is to be received.
 - Announce the “800” call in number and verify the FDOT operations center number in Chipley. Post the names and numbers where they can be seen by all appropriate port and tenant employees. Handout personal data sheets.
 - Schedule a time to meet to make a final decision for Port shutdown/lockdown.
 - Vessels should depart the Port.
 - Advise tenants to complete securing and be prepared to vacate if Condition II is announced.

- **STOP OPERATIONS: May be ordered 36 hours before expected landfall.** The following items shall be completed:
 - Notify department heads and tenants to shut down.
 - Complete all of the individual checklists.
 - Collect personnel data sheets. Copies will be provided to the Director, Deputy Director, West and East Terminal Managers, and Security.
 - Instructions will be provided to tenants and posted with the guard regarding return and recovery efforts. The instructions can be confirmed by phone to the CURRENT, ACTIVE Port emergency announcement number (866) 659-7832.
 - The FDOT in Chipley will man an information number (850) 638-0250 which will transfer automatically to the EOC after the storm has passed.
 - Employees are urged to complete the non-mandatory employee personal data sheets and return them to their supervisors.

- **HURRICANE WARNING: Condition II: Issued when a hurricane is expected to strike within 24 hours.**
 - The Port should be secure at this point. Port and tenant employees should be evacuated at this point. Gates will be locked and the P. C. P. D, P.C.F.D., U.S.C.G., and U. S. Customs will be informed.

- **POST STORM RETURN AND RECOVERY: Post-storm condition:**
 - Port tenants may call the ACTIVE Port emergency announcement number (866-659-7832) to receive updated instructions regarding port access. Port employees should call the emergency announcement number to receive instructions about returning to work. Managers and employees designated on the recover team should return to the Port as soon as it is safe (during daylight hours).