Hurricane & Severe Weather Plan

First District-Southern
June 2020
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Introduction

1. This Hurricane and Severe Weather Plan has been developed to provide severe weather and hurricane guidance, to the U.S. Coast Guard Auxiliary members of the 1st Southern District (D1SR).

2. This Plan provides a checklist of actions to be accomplished prior to, during, and immediately following the arrival of severe weather, including a hurricane, or when directed by higher authority. It is intended to provide guidance for Coast Guard Auxiliary units (divisions and flotillas) within the area of responsibility (AOR) in the First Southern District. It integrates into actions of corresponding sectors, stations and units in order to provide optimal alignment with response activity in the First Coast Guard District.

National Hurricane Center Terminology

The National Hurricane Center uses the following terms and definitions:

A. **Advisory**: Weather advisory messages are issued for tropical storms and hurricanes. An advisory states the location, intensity, direction of travel, and speed of a tropical storm or hurricane.

B. **Tropical Cyclone Public Advisory**: Contains a list of all current coastal watches and warnings associated with an ongoing or potential tropical cyclone, a post-tropical cyclone, or a subtropical cyclone. It also provides the cyclone position, maximum sustained winds, current motion, and a description of the hazards associated with the storm.

C. **Tropical Cyclone Track Forecast Cone**: Graphic that shows areas under tropical storm and hurricane watches and warnings, the current position of the center of the storm, and its predicted track. Forecast uncertainty is conveyed on the graphic by a “cone” (white and stippled areas) drawn such that the center of the storm will remain within the cone about 60 to 70 percent of the time. Remember, the effects of a tropical cyclone can span hundreds of miles. Areas well outside of the cone often experience hazards such as tornadoes or inland flooding from heavy rain.

D. **Bulletin**: A weather bulletin is a public release made during periods between advisories, announcing the latest details on the storm or hurricane.

E. **Gale Warning**: A warning of winds within the range of 34-47 knots (39-54 mph). Gale warnings may precede or accompany a hurricane watch.

F. **Extreme Wind Warning**: Extreme sustained winds of a major hurricane (115 mph or greater), usually associated with the eyewall, are expected to begin within an hour. Take immediate shelter in the interior portion of a well-built structure.
G. **Storm Warning**: A warning of winds within the range of 48-63 knots (55-73 mph).

H. **Storm Surge Watch**: There is the possibility of life-threatening inundation generally within 48 hours.

I. **Storm Surge Warning**: there is a danger of life-threatening inundation from rising water moving inland from the shoreline somewhere within the specified area, generally within 36 hours. If you are under a storm surge warning, check for evacuation orders from your local officials.

J. **Tropical Depression**: Sustained winds are less than 39 mph.

K. **Tropical Storm**: Sustained winds are between 39 and 73 mph.

L. **Tropical Storm Watch**: Tropical storm conditions (sustained winds of 39 to 73 mph) are possible within the specified area within 48 hours.

M. **Tropical Storm Warning**: Tropical storm conditions (sustained winds of 39 to 73 mph) are expected within your area within 36 hours.

N. **Hurricane Watch**: Hurricane conditions (sustained winds of 74 mph or greater) are possible within your area. Because it may not be safe to prepare for a hurricane once winds reach tropical storm force, The NHC issues hurricane watches 48 hours before it anticipates tropical storm-force winds.

O. **Hurricane Warning**: Hurricane conditions (sustained winds of 74 mph or greater) are expected somewhere within the specified area. NHC issues a hurricane warning 36 hours in advance of tropical storm-force winds to give you time to complete your preparations. All preparations should be complete. Evacuate immediately if so ordered.

P. **Hurricane**: A hurricane is a violent storm originating over tropical waters, with winds near its center reaching 64 knots (74 mph) and higher. In size, the storm may range from 50 to 1,000 miles in diameter. Hurricane hazards come in many forms: storm surge, high winds, tornadoes, and flooding. The Saffir-Simpson Hurricane Scale is a 1-5 rating based on the hurricane's present intensity. This is used to give an estimate of the potential property damage and flooding expected along the coast from a hurricane landfall. Wind speed is the determining factor in the scale, as storm surge values are highly dependent on the slope of the continental shelf in the landfall region.
Saffir-Simpson Hurricane Wind Scale

The Saffir-Simpson Hurricane Wind Scale is a 1 to 5 rating based on a hurricane's sustained wind speed. This scale estimates potential property damage. Hurricanes reaching Category 3 and higher are considered major hurricanes because of their potential for significant loss of life and damage. Category 1 and 2 storms are still dangerous, however, and require preventative measures. In the western North Pacific, the term "super typhoon" is used for tropical cyclones with sustained winds exceeding 150 mph.

<table>
<thead>
<tr>
<th>Category</th>
<th>Sustained Winds</th>
<th>Types of Damage Due to Hurricane Winds</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>74-95 mph</td>
<td>Very dangerous winds will produce some damage: Well-constructed frame homes could have damage to roof, shingles, vinyl siding and gutters. Large branches of trees will snap and shallowly rooted trees may be toppled. Extensive damage to power lines and poles likely will result in power outages that could last a few to several days.</td>
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<tr>
<td></td>
<td>64-82 kt</td>
<td></td>
</tr>
<tr>
<td></td>
<td>119-153 km/h</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>96-110 mph</td>
<td>Extremely dangerous winds will cause extensive damage: Well-constructed frame homes could sustain major roof and siding damage. Many shallowly rooted trees will be snapped or uprooted and block numerous roads. Near-total power loss is expected with outages that could last from several days to weeks.</td>
</tr>
<tr>
<td></td>
<td>83-95 kt</td>
<td></td>
</tr>
<tr>
<td></td>
<td>154-177 km/h</td>
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</tr>
<tr>
<td>3 (major)</td>
<td>111-129 mph</td>
<td>Devastating damage will occur: Well-built framed homes may incur major damage or removal of roof decking and gable ends. Many trees will be snapped or uprooted, blocking numerous roads. Electricity and water will be unavailable for several days to weeks after the storm passes.</td>
</tr>
<tr>
<td></td>
<td>96-112 kt</td>
<td></td>
</tr>
<tr>
<td></td>
<td>178-208 km/h</td>
<td></td>
</tr>
<tr>
<td>4 (major)</td>
<td>130-156 mph</td>
<td>Catastrophic damage will occur: Well-built framed homes can sustain severe damage with loss of most of the roof structure and/or some exterior walls. Most trees will be snapped or uprooted and power poles downed. Fallen trees and power poles will isolate residential areas. Power outages will last weeks to possibly months. Most of the area will be uninhabitable for weeks or months.</td>
</tr>
<tr>
<td></td>
<td>113-136 kt</td>
<td></td>
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<tr>
<td></td>
<td>209-251 km/h</td>
<td></td>
</tr>
<tr>
<td>5 (major)</td>
<td>157 mph or higher</td>
<td>Catastrophic damage will occur: A high percentage of framed homes will be destroyed, with total roof failure and wall collapse. Fallen trees and power poles will isolate residential areas. Power outages will last for weeks to possibly months. Most of the area will be uninhabitable for weeks or months.</td>
</tr>
<tr>
<td></td>
<td>137 kt or higher</td>
<td></td>
</tr>
<tr>
<td></td>
<td>252 km/h or higher</td>
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</tbody>
</table>
National Hurricane Center Graphics

<table>
<thead>
<tr>
<th>Tropical Storm Wind Arrival Graphic</th>
<th>Peak Storm Surge Graphic</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="Tropical Storm Wind Arrival Graphic" /></td>
<td><img src="image2.png" alt="Peak Storm Surge Graphic" /></td>
</tr>
</tbody>
</table>

The Tropical Storm Wind Arrival graphics depict when tropical storm winds could begin for individual locations given forecast uncertainties.
- Most Likely Arrival Time
- Earliest Reasonable Arrival Time

Beginning this season, the expected peak storm surge values in the public advisory will be depicted in an experimental graphic. These surge values represent the peak height water could reach above ground at the immediate coast within the specified areas.

U.S. Coast Guard Port Conditions

Port Conditions (Whisky – Zulu) are set in accordance with reference (a), for the purpose of protecting the port from a commercial vessel-related incident. They are set at the discretion of the Captain of the Port and address port closures, vessel movement, and requirements for remaining in port during a hurricane.

A. **Port Condition Whisky**: Normally set when gale force winds from a hurricane force storm are expected to arrive within 72 hours.

1. **Port Status**: Open, no restrictions.

2. Require affected vessels to submit Checklists for Commercial Vessels, small passenger vessels, or Commercial Tugs and Barges remaining in port and comply with mooring requirements for ships or barges, as necessary.
(3) Coast Guard Port Safety teams will conduct routine preliminary surveys of the port, in order to determine anchorage populations and expected arrivals and departures, and to identify potential problem areas and unsafe conditions at facilities that may require special attention. Identify all laid-up vessels and obtain a report from a marine surveyor that certifies the number, size, arrangement and condition of all mooring lines are safe and capable of holding the vessel secure, taking into account the vessel's freeboard and draft, and extreme climatic, tidal, and current conditions. Ensure the laid-up vessel heavy weather plan is being initiated.

(4) USCG may poll local tug and towboat companies to obtain a list of tugs available for assistance prior to and after hurricane passage.

B. **Port Condition X-Ray**: Normally set when gale force winds from a hurricane force storm are expected to arrive within 48 hours.

(1) **Port Status**: Open, no restrictions.

(2) USCG will individually assess requests from vessels desiring to enter or remain in port and issue Captain of the Port (COTP) Orders as appropriate.

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

C. **Port Condition Yankee**: Normally set when gale force winds from a hurricane force storm are expected to arrive within 24 hours.

(1) **Port Status**: Open, with restrictions.

(2) USCG will approve final mooring arrangements for vessels remaining in port.

D. **Port Condition Zulu**: Normally set when gale force winds from a hurricane force storm are expected to arrive within 12 hours.

(1) **Port Status**: Open, with restrictions. All users should prepare for a full port closure.

(2) The COTP will suspend all cargo handling operations as the storm approaches.
U.S. Coast Guard Storm Conditions

A storm condition is set to advise Coast Guard commands within the First District of severe weather other than that associated with hurricanes (which are tropical air mass storms). Storms may contain high and gusty winds, heavy rain, snow and/or hail and are often accompanied by unusually high tides. Storm condition will be set when sustained winds of 50 knots (57 mph) or greater are forecast.

Setting Storm Condition and Attainment Reporting

A. **Setting**: Storm Condition is set at the direction of the District Commander via general AIG message to all Coast Guard units within an affected or potentially affected area within the First District.

B. **Attainment Reporting**: No reports are required for attainment of storm condition.

C. **Port Status**: Open, no restrictions

**Actions**

When storm condition is set, all Auxiliary units shall:

A. Monitor local weather broadcasts.

B. Take immediate action to safeguard personnel and property (including AUX surface, air and radio facilities and unit buildings) and to minimize the damage caused by high winds, unusually high tides and heavy rain.

Immediately following the storm's passage:

A. Assess damage and make report to the appropriate operations officer on ability to carry out operational missions. Auxiliary Operations Officers (with the input of communication, aviation, and other relevant staff officers) should report status of resources in their areas to respective officers: FSO-OP to SO-OP, SO-OP to DSO-OP, ASC, and DSO-EM, DSO-EM to SCC/D1 situation unit (corresponding information will be passed through the Auxiliary chain of communication and leadership). Accountability assessment should be initiated and reported as soon as possible.

B. Survey area of responsibility if possible, in a safe manner and submit message report of damage via ICS 209 to DSO-EM or situation unit leader. Negative reports are not required.

Upon setting Storm Condition, CCG DONE will assess anticipated readiness RESPONSE requirements throughout the district. This will normally be done 24 hours prior to the storm's arrival.
U.S. Coast Guard Hurricane Conditions

Hurricane Conditions are levels of preparedness attained by a command through the completion of specific tasks prior to the arrival of a hurricane. The intent is to reduce commands' exposure to damage, allowing commands to return to service as rapidly as possible after the hurricane passes.

A. **Condition Five**: The seasonal notice to First District units of the commencement of hurricane season, which runs from 1 June through 30 November each year.

B. **Hurricane Conditions Four through One**: Set for specified areas of the District when the track of a hurricane indicates a reasonable probability of the storm-making landfall in those areas (i.e., areas within the National Weather Service’s hurricane track error cone).

   (1) Occasionally, an approaching hurricane may be predicted to diminish to a tropical storm or gale prior to arrival in the First District AOR. When this happens, it may be prudent to modify the activities associated with a given hurricane condition.

C. In order to provide adequate lead-time, the setting of Hurricane Conditions is based on the arrival of gale force winds associated with tropical cyclone activity ahead of an approaching storm.

   (1) **Condition Five**: The seasonal notice of the beginning of hurricane season.

   (2) **Condition Four**: The alert condition in which gale force winds may be expected within 72 hours.

   (3) **Condition Three**: The readiness condition in which gale force winds may be expected within 48 hours.

   (4) **Condition Two**: The warning condition in which gale force winds may be expected within 24 hours.

   (5) **Condition One**: The danger condition in which gale force winds may be expected within 12 hours.

   (6) **Post Hurricane Condition**: The storm has passed and is no longer a threat to the area.

   (7) **Secure Hurricane Condition**: The storm has passed, dissipated or changed course & is no longer a threat to the area.
Setting Hurricane Conditions and Attainment Reporting

A. **Setting:** Hurricane conditions are set at the direction of the District Commander via ALLCOGARDONE or general (AIG) message. Headquarters and LANTAREA units within the First District are included as message addressees. Auxiliary units are set in accordance with the Sectors to whom they report.

B. **Attainment Reporting:**

   (1) Commands immediately subordinate to CCGDONE and LANTAREA cutters within the First District shall report the attainment of Hurricane Conditions to CCGDONE Command Center via message. For Conditions One and Two this may be done via the required SITREP. Sectors shall make consolidated reports for subordinate commands.

   (2) Auxiliary Operations Officers should report attainment of each hurricane condition of units in their areas to respective officers: FSO-OP to SO-OP, SO-OP to DSO-OP & DSO-IM, DSO-EM to SCC (corresponding information will be passed through the Auxiliary chain of communication and leadership).

**Actions**

As each hurricane condition is ordered to be set, each unit shall perform the applicable actions listed below.

A. **Hurricane Condition Five**

   (1) All Units and Flotillas

      i. Auxiliary units will hold planning meetings with Coast Guard order issuing authorities (stations). Planning will include confirmation of contact information, radio frequencies, location of shelters and storage areas, and a program of heavy weather exercises and drills. Units will also verify their telephone trees or other notification procedures.

      ii. Ensure basic familiarity with the provisions of this plan as it pertains to the unit/flotilla level.

      iii. Review and, if necessary, update the unit severe weather plan. Exercising the plan is recommended, but not required.

      iv. Review the setting of port conditions and maritime transportation system recovery, respectively.
v. Ensure unit contact list is current and available. Determine status of members known to be out of AOR or otherwise inaccessible.

vi. Brief unit personnel on severe weather plans, policies and procedures. Ensure personnel are aware of their responsibilities should they be personally affected by the storm. Family first! Encourage personal and family preparedness [Appendix III p. 23]

vii. Ensure necessary materials are available and adequate for securing unit resources.

viii. If appropriate, review plans for securing hazardous materials.

ix. All unit resources maintain 70% fuel capacity, including land mobile radio vehicles and vehicles offered for use. Maintain emergency generators at full capacity.

x. Contact local emergency management agencies for the purpose of preparing for the upcoming hurricane season (where appropriate MOUs exist). Suggested topics of discussion might include changes to resources available, points of contact and phone number changes, changes to evacuation policies and procedures, etc.

xi. Auxiliary Operations Officers (with the input of communication and aviation officers) should report attainment of Hurricane Condition Five of units in their areas to respective officers: FSO-OP to SO-OP, SO-OP to DSO-OP, ASC, and DSO-EM, DSO-EM to SCC/D1 situation unit (corresponding information will be passed through the Auxiliary chain of communication and leadership. Utilize ICS209H for reporting attainment.

B. Hurricane Condition Four

(1) All Units and Flotillas

i. Review the actions required to set hurricane conditions three, two, one and post storm. Review unit severe weather plan.

ii. Commence tracking the storm and monitoring National Weather Service advisories.

iii. Alert all hands of the impending storm and as necessary, assist in making arrangements for the safety of their families.

iv. Advise all hands of their duties in preparing for the impending storm.

v. Make arrangements if necessary, to top off fuel tanks, acquire non-perishable food and potable water.
vi. All vessel facilities volunteered for post-storm operation will top off fuel, secure property and facilities, and report status to a designated officer.

vii. Plan for moving or securing equipment against high tides and strong winds.

viii. Review plan for securing unit resources (boarding up buildings and reinforcing structures).

ix. Review plan for evacuation/relocation should it become necessary.

x. When the first 9 steps are complete [items i through ix], report attainment of Condition Four to the appropriate operations officer. Auxiliary Operations Officers (with the input of communication and aviation staff officers) should report attainment of hurricane condition four of units in their areas to respective officers: FSO-OP to SO-OP, SO-OP to DSO-OP & DSO-EM, DSO-EM to SCC/D1 situation unit (corresponding information will be passed through the Auxiliary chain of communication and leadership). Utilize ICS 209 for reporting.

(2) Units Supporting Stations, Shore ATON units

i. Support efforts to conduct harbor patrols checking for unsafe conditions and potentially dangerous situations.

ii. As operations permit, assist small craft in seeking safe moorings.

(3) Air Units

i. Prepare to secure or evacuate aircraft to a selected refuge location.

C. Hurricane Condition Three

(1) All units

i. Ensure all Condition Four actions are complete.

ii. Continue tracking the storm and monitoring National Weather Service advisories.

iii. Ensure availability of potable water.

iv. Within the specified area, members will prepare for evacuation and secure their facilities, homes, personal property, and other resources for objects that may cause flying object damage. Secure any object capable of damage due to high tide, wind, or flooding. Stow items indoors if possible. Flotilla property will be secured by designated officers.
v. Ensure the readiness of emergency generator(s) and all emergency lighting.

vi. Ensure the readiness of all communications equipment. Fully charge all portable radios.

vii. Designated division officer will contact the flotillas in that division, put them on alert status, and make a list of Auxiliary resources available to respond if needed. Facilities in areas of the district adjacent to the specified area will be fueled and provisioned with food and water.

viii. Review hurricane Condition Two checklist.

ix. When the first 8 steps are complete [items i through viii], report attainment of Condition Three to the appropriate operations officer. Auxiliary Operations Officers (with the input of communication and aviation staff officers) should report attainment of hurricane condition four of units in their areas to respective officers: FSO-OP to SO-OP, SO-OP to DSO-OP & DSO-EM, DSO-EM to SCC/D1 situation unit (corresponding information will be passed through the Auxiliary chain of communication and leadership). Utilize ICS 209 for reporting.

(2) Command-specific Tasks

i. CCG DONE:

a. Set Hurricane Condition Three for areas of potential impact; notify the appropriate Sector(s). Attainment messages are required.

b. Activate the IMT at a reduced level (2- person watch) to assist the preparations for the storm.

c. Activate D1SR AUX 1SR situation unit and begin posting weather and situation status reports. Communicate with AUX IMACC if appropriate.

ii. All Units:

a. Fuel all boats and vehicles to capacity. Check readiness of vessels for post-storm SAR.

b. Ensure the readiness of emergency power sources, communications and lighting.

c. Make preparations for boarding up windows and securing buildings, as appropriate.
D. Hurricane Condition Two

(1) All Units

i. Ensure all Condition Three actions are complete.

ii. Continue tracking the storm and monitoring National Weather Service advisories.

iii. Secure unit. Board up windows, test emergency power, double up mooring lines, and rig extra fenders for all boats and floating equipment, as appropriate.

iv. Establish communication schedule for personnel remaining within the impacted area as necessary. Instruct personnel to contact the appropriate operations officer as soon as practicable advising on degree of impact on personal property.

v. Review hurricane Condition One checklist.

vi. Take any additional precautions deemed necessary to ensure safety.

vii. When the first 6 steps are complete [items i through vi], report attainment of Condition Two to the appropriate operations officer. Auxiliary Operations Officers should report attainment of hurricane condition two of units in their areas to respective officers: FSO-OP to SO-OP, SO-OP to DSO-OP & DSO-EM, DSO-EM to SCC/D1 situation unit (corresponding information will be passed through the Auxiliary chain of communication and leadership). Utilize ICS 209 for reporting.

viii. Commence eight-hour SITREP reporting schedule unless otherwise directed (SO-OP/IM to DSO-EM or situation unit leader).

(2) Command-specific Tasks

i. CCG DONE

a. Set Hurricane Condition Two for areas of potential impact; notify the appropriate Sector(s). Attainment messages are required.

b. Determine Air Station Cape Cod’s intention regarding aircraft evacuation. Retain at least one of each aircraft type for emergent SAR purposes.


ii. All Auxiliary Units

a. Secure all small boats. Haul out all nonessential boats if possible.
b. Set continuous communications watch (if appropriate) within the specified area, all members will have secured their property and evacuated. Outside the specified area, VHF and HF radio nets will be activated.

E. Hurricane Condition One

(1) All Units

i. Ensure all Condition Two actions are complete. Within the specified area, all members will have secured their property and evacuated or have taken shelter for duration of storm.

ii. Continue tracking the storm and monitoring National Weather Service advisories.

iii. Complete tests of emergency communications networks.

iv. Commence four-hour SITREP reporting schedule unless otherwise directed. (SO-OP/EM to DSO-EM or situation unit leader)

v. Outside the specified area, all VHF and HF nets will be operational and integrated. They will report hourly, or as needed, to handle emergency traffic.

vi. All Auxiliarists who have volunteered for response duties will be fully prepared and available to be deployed within twenty-four to forty-eight hours.

vii. Report attainment of Condition One to the appropriate operations officer. Auxiliary Operations Officers should report attainment of hurricane condition four of units in their areas to respective officers: FSO-OP to SO-OP, SO-OP to DSO-OP & DSO-EM, DSO-EM to SCC/D1 situation unit (corresponding information will be passed through the Auxiliary chain of communication and leadership). Utilize ICS 209 for reporting.

F. Post Hurricane Condition (Storm Passed)

(1) All units

i. Determine status of members within AOR and known to be out of AOR or otherwise inaccessible.

(2) Command-specific Tasks

i. CCG DONE:

   a. Determine impact and requirements for District support.
b. If necessary, expand the Incident Management Team.


ii. SECTORS: Set Post-Hurricane Port Condition Yankee, if applicable and notify CCG
DONE.

a. In order to assure sustained operations, it is critical to quickly and accurately
account for active duty, civilian, reserve and auxiliary members including family
status and any urgent needs. Personnel accountability should be communicated to
the First District Command Center within 24 hours of a major event or specific
tasking.

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

c. The COTP, in consultation with the appropriate agencies,
organizations, and other local Coast Guard commands, will
examine options for vessel traffic movement, pollution
control, and other recovery efforts in order to resume normal
operations in the port as quickly as possible.

d. The COTP will request the U.S Army Corps of Engineers
(USACE) to conduct channel surveys to identify potential
obstructions and/or shoaling in primary navigation
channels.

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

f. Coast Guard Pollution Response Teams will investigate
and/or respond, as appropriate to any oil or hazardous
material spills reported in the port and surrounding area.
iii. U.S. Coast Guard Auxiliary - the Coast Guard may request any or all of the following actions by the Auxiliary:

a. **Wellness Check** - The Coast Guard may request that the Auxiliary account for all its members’ safety and well-being. In this case, the Everbridge system will be utilized along with phone call follow ups from Auxiliary leaders when members are not responsive.

b. **Situation Assessment** - The Coast Guard may request Auxiliary surface, air and land-mobile facilities to assist with visual verification of grounded, distressed or adrift vessels, storm damage to bridges and maritime facilities, and impacted navigation channels.

c. **Emergency Communications** – The Coast Guard may request Auxiliary radio facilities to provide backup communication capability. Auxiliary mobile radio facilities may be dispatched to a damaged antenna site to relay messages. Auxiliary repeaters, strategically located at several spots around the district, may also be utilized, since they provide emergency communication capability with a higher power output and wider coverage than handheld units.

d. **Personnel Transport** – The Coast Guard may request the transportation of Coast Guard personnel to their duty stations. In such a case, Auxiliary vessels and crew may be asked to supplement active duty resources. Auxiliary vessels may also be asked to transport public affairs and media personnel.

e. **Search and Rescue** – The Coast Guard, through the Sector Command Center[s], may divert any Coast Guard Auxiliary vessels or aircraft to incidents. Other Auxiliary vessels and crew may also be called out to assist in victim recovery. Vessels involved will report to the On-Scene Coordinator, who will direct and coordinate the response activities, and distribute personal protective equipment (if required), triage tags, and victim tracking forms.

f. **Safety Zone Enforcement** – The Coast Guard may request Auxiliary facilities to enforce established safety zones in a manner similar to their role in large-scale non-emergency events.

g. **Incident Command Post Assistance** – The Coast Guard may request Auxiliarists without specialized training to assist in staffing the Joint Information Center (JIC), or for other duties at the Incident Command Post.

h. **ATON Verification** – The Coast Guard may request trained Auxiliarist ATON verifiers to verify if aids to navigation have been displaced from their position and are functioning properly.
i. **Interpreter Assistance** – The Coast Guard may request interpreter assistance when encountering individuals with little or no English proficiency. The Auxiliary Sector Coordinator and/or the Director of Auxiliary’s office will maintain a record of available Auxiliarist interpreters.

G. **Secure Hurricane Condition (Storm Turned Away)**

(1) All Units - Cancel Hurricane Condition. Resume normal operations. No report required.

(2) SECTORS - Cancel port condition.

###
Appendix I: Hurricane Season with COVID 19

Preparing for Hurricane Season

Understand that your planning may be different this year because of the need to protect yourself and others from COVID-19.

- Give yourself more time than usual to prepare your emergency food, water, and medicine supplies. Home delivery is the safest choice for buying disaster supplies; however, that may not be an option for everyone. If in-person shopping is your only choice, take steps to protect your and others’ health when running essential errands.
- Protect yourself and others when filling prescriptions by limiting in-person visits to the pharmacy. Sign up for mail order delivery or call in your prescription ahead of time and use drive-through windows or curbside pickup, if available.
- Pay attention to local guidance about updated plans for evacuations and shelters, including potential shelters for your pets.
- If you need to evacuate, prepare a “go kit” with personal items you cannot do without during an emergency. Include items that can help protect you and others from COVID-19, such as hand sanitizer, or bar or liquid soap if not available, and two cloth face coverings for each person.
- Face covers should not be used by children under the age of 2. They also should not be used by people having trouble breathing, or who are unconscious, incapacitated, or unable to remove the mask without assistance.
- When checking on neighbors and friends, be sure to follow the most current social distancing recommendations (staying at least 6 feet, about 2 arms’ length, from others) and other CDC recommendations to protect yourself and others.
- If you need to go to a disaster shelter, follow CDC recommendations for staying safe and healthy in a public disaster shelter during the COVID-19 pandemic.

Response Considerations Checklist

- Do you have a plan to respond if your unit has reduced staffing due to COVID-19?
- Have you reviewed and updated your COOP plans to continue essential functions and tasks with little to no interruption?
- Do you have a plan to prioritize resources to stabilize communications?
- Do you have a plan to determine which personnel must be physically deployed to the field and how they will be protected?
- Does your unit have an established senior liaison with the senior public health officer for your jurisdiction to ensure current, timely public health advice?
- Have you implemented CDC’s Strategies to Optimize the Supply of PPE?
- Have you purchased and stockpiled medical-grade PPE for those who need it according to CDC guidelines?
- Have you purchased and stockpiled cloth face coverings?
– Do you have a plan for a high-risk population (e.g., nursing home residents, people with disabilities, people requiring evaluation assistance, people experiencing homelessness) that has an ongoing outbreak and needs to be evacuated?
– Do you have a system that can collect and share data to support decision-making?
– Have you developed communication materials accessible to people with access and functional needs (e.g., deaf or hard of hearing, blind or have low vision, people with an intellectual disability, people with low literacy, limited English proficient persons, older adults) that address hurricane preparedness while under the threat of COVID-19 in your area of operations?
– Have you considered the extra time it may take to evacuate given the need for social distancing for increased mass transit modes (e.g., buses) may require?

**Stay Safe after a Hurricane**

In addition to following guidance for staying safe and healthy after a hurricane, note that:

- You should continue to use preventive actions like washing your hands and wearing a face covering during clean up or when returning home.
- It may take longer than usual to restore power and water if they are out. Take steps to prevent carbon monoxide poisoning if you use a generator.
- If you are injured or ill, contact your medical provider for treatment recommendations. Keep wounds clean to prevent infection. Remember, accessing medical care may be more difficult than usual during the pandemic.
- Dealing with disasters can cause stress and strong emotions, particularly during the COVID-19 pandemic. It is natural to feel anxiety, grief, and worry. Coping with these feelings and getting help when you need it will help you, your family, and your community recover.
- People with preexisting mental health conditions should continue with their treatment and be aware of new or worsening symptoms. Additional information can be found at the Substance Abuse and Mental Health Services Administration external icon page.

###
Appendix II: Training

These courses build an understanding of basic concepts, terminologies and doctrines of emergency management.

- To access the courses, go to the Emergency Management Institute’s (EMI) website at https://training.fema.gov/is/.
- To receive a FEMA Student ID Number visit https://cdp.dhs.gov/femasid.

Recommended Courses

Completion of basic Incident Command System (ICS) Courses:

- IS-100.C: Introduction to the Incident Command System, ICS 100
- IS-200.C: Basic Incident Command System for Initial Response
- IS-700.B: An Introduction to the National Incident Management System

Completion of FEMA’s Professional Development Series (PDS)

- IS120.a An Introduction to Exercises
- IS230.b Principles of Emergency Management
- IS235.b Emergency Planning
- IS240.a Leadership and Influence
- IS241.b Decision Making and Problem Solving
- IS242.b Effective Communication
- IS244.a Developing and Managing Volunteers

Additional Courses for Continued Development

- IS-5.A An Introduction to Hazardous Materials
- IS-29 Public Information Officer Awareness
- IS-42 Social Media in Emergency Management
- IS-130 Exercise Evaluation and Improvement Planning
- IS-139 Exercise Design
- IS-247.a Integrated Public Alert and Warning System (IPAWS)
- IS-248 Integrated Public Alert and Warning System (IPAWS) for the American Public
- IS-288a. The Role of Voluntary Organizations in Emergency Management
- IS-325 Earthquake Basics: Science, Risk, and Mitigation
• IS-368 Including People with Disabilities & Others with Access & Functional Needs in Disaster Operations
• IS-403 Introduction to Individual Assistance
• IS-405 Overview of Mass Care/Emergency Assistance
• IS-505 Religious and Cultural Literacy and Competency in Disaster
• IS-523 Resilient Accord – Exercising Continuity Plans for Cyber Incidents
• IS-525 Guardian Accord (GA) Workshop
• IS-545 Reconstitution Planning Course
• IS-634 Introduction to FEMA’s Public Assistance Program
• IS-650.a: Building Partnerships with Tribal Governments
• IS-660: Introduction to Public-Private Partnerships
• IS-702.a: NIMS Public Information Systems
• IS-703.b National Incident Management System Resource Management
• IS-775 EOC Management and Operations
• IS-794 External Affairs Program Liaison
• IS-860.c The National Infrastructure Protection Plan, An Introduction
• IS-907 Active Shooter: What You Can Do
• IS-909: Community Preparedness: Implementing Simple Activities for Everyone
• IS-913.a Critical Infrastructure Security and Resilience: Achieving Results through Partnership and Collaboration
• IS-921.a Implementing Critical Infrastructure Security and Resilience
• IS-1000 Public Assistance Program and Eligibility
• IS-1300 Introduction to Continuity of Operations
• IS-2002 Introduction to FEMA Operational Planning

###
Appendix III: Building a Survival Kit

Basic Disaster Supplies Kit

To assemble your kit, store items in airtight plastic bags and put your entire disaster supplies kit in one or two easy-to-carry containers such as plastic bins or a duffel bag.

A basic emergency supply kit could include the following recommended items:

- Water - one gallon of water per person per day for at least three days, for drinking and sanitation,
- Food - at least a three-day supply of non-perishable food / manual can opener,
- Battery-powered or hand crank radio and a NOAA Weather Radio with tone alert,
- Flashlight / Extra batteries,
- First aid kit,
- Whistle to signal for help,
- Dust mask to help filter contaminated air and plastic sheeting and duct tape to shelter-in-place,
- Moist towelettes, garbage bags and plastic ties for personal sanitation,
- Wrench or pliers to turn off utilities,
- Local maps,
- Cell phone with chargers and a backup battery.

Additional Emergency Supplies

Consider adding these items to your emergency supply kit based on your individual needs:

- Prescription medications,
- Non-prescription medications such as pain relievers, anti-diarrhea medication, antacids or laxatives,
- Glasses and contact lens solution,
- Infant formula, bottles, diapers, wipes, diaper rash cream,
- Pet food and extra water for your pet,
- Cash or traveler's checks,
- Important family documents such as copies of insurance policies, identification and bank account, records saved electronically or in a waterproof, portable container,
- Sleeping bag or warm blanket for each person,
- Complete change of clothing appropriate for your climate and sturdy shoes,
- Household chlorine bleach and medicine dropper to disinfect water,
- Fire extinguisher,
- Matches in a waterproof container,
- Feminine supplies and personal hygiene items,
• Mess kits, paper cups, plates, paper towels and plastic utensils,
• Paper and pencil,
• Books, games, puzzles or other activities for children.

Maintaining Your Kit

After assembling your kit remember to maintain it so it’s ready when needed:

• Keep canned food in a cool, dry place,
• Store boxed food in tightly closed plastic or metal containers,
• Replace expired items as needed,
• Re-think your needs every year and update your kit as your family’s needs change.

Make a family communications plan

As roads may be impassable and cell phone service may be disrupted, identify alternate ways of staying in touch with loved ones.

• Choose an out of town friend or relative as a point of contact.
• Decide on a meeting place in case you cannot return home.
• Keep important documents and phone numbers with you at all times.
• Ensure children are included in preparedness conversations and make sure they have emergency contacts memorized or saved in a secure place.
Emergency Reference Information. A record with details of your family disaster plan. Every member of your household should have a copy.

Reference Information I
- Name: ____________________________________________________________
- Local Meeting Place: _______________________________________________
- Meeting Place Outside of Your Neighborhood: ___________________________
- Work/School/Other Evacuation Locations: ______________________________
- Work/School/Other Contact: ___________________________________________
- Out-of-Area Contact: ________________________________________________
- Homeowner’s/Renter’s Insurance Information: __________________________
- Boat Insurance Information: __________________________________________
- Doctor Names & Numbers: _____________________________________________

Reference Information II
- Name: ____________________________________________________________
- Local Meeting Place: _______________________________________________
- Meeting Place Outside of Your Neighborhood: ___________________________
- Work/School/Other Evacuation Locations: ______________________________
- Work/School/Other Contact: ___________________________________________
- Out-of-Area Contact: ________________________________________________
- Homeowner’s/Renter’s Insurance Information: __________________________
- Boat Insurance Information: __________________________________________
- Doctor Names & Numbers: _____________________________________________

Reference Information III
- Name: ____________________________________________________________
- Local Meeting Place: _______________________________________________
- Meeting Place Outside of Your Neighborhood: ___________________________
- Work/School/Other Evacuation Locations: ______________________________
- Work/School/Other Contact: ___________________________________________
- Out-of-Area Contact: ________________________________________________
- Homeowner’s/Renter’s Insurance Information: __________________________
- Boat Insurance Information: __________________________________________
- Doctor Names & Numbers: _____________________________________________

###
Appendix IV: Deployment Preparedness

The following is information are resources and tips for Auxiliarists deploying to an incident. For more in-depth information, check the Q-Directorate NEXCOM Deployment Guide.

Overview of the Deployment Process

Description of the deployment process from Responding to a request, checking in, checking out, and demobilizing from the event.

Personal Go-Kit

Expect the unexpected, at a minimum, pack for two weeks (fourteen days) and up to a month (thirty-days). You may have an opportunity to wash your clothes while you’re there, but you want to make sure you have enough items to last you through your whole deployment. It also may be difficult to acquire new items in a disaster environment. Don't assume you'll find specific items at your destination; stores may be closed, shelves empty, and roads impassable.

Clothing - Consider climate, location, elevation, time of year and work assignment

- Business casual and/or Business appropriate
- Operational Dress Uniform (ODU)/Tropical Dress Blues
- Casual wear
- Boots or sturdy shoes and extra laces
- Towel and washcloth
- Shower shoes/flip flops
- Weather appropriate clothing (coat, boots, heavy socks, gloves, hats, rain gear)
Toiletries

- Hand sanitizer
- Sun Block – SPF 15 or higher
- Insect repellent containing DEET
- Common medical items (Tylenol, first aid items, antacids, eye drops)
- Prescription medication (up to 3 months’ worth, if possible)
- Extra pair of prescription glasses, eyeglasses repair kit and copy of prescription or contact lenses and contact lenses cleaner
- Comb and/or brush
- Toothbrush, toothpaste, dental floss and mouthwash
- Skin moisturizer, soap, and shampoo
- Lip balm
- Razor and extra blades, shaving cream
- Deodorant
- Personal hygiene products.

Other Considerations

- Personal cell phone (with charger)
- Personal Laptop and other recreational items
- Sunglasses
- Waterproof watch
- Flashlight and spare batteries
- Security money belt
- Cash or Traveler’s checks (Power is needed for credit card transactions)
- Re-sealable plastic bags
- Water purification source (if instructed)
- Travel alarm clock (if cell phone does not have one)
- Plastic garbage bags (to protect items from rain/moisture)
- If flying, check TSA requirements and restrictions on items you have packed
- Include your medical insurance and doctor contact information

Taking Care of Personal Affairs

Reduce stress by taking care of personal affairs before deploying, such as:

- Arranging for mail delivery
- Arranging for payment of monthly bills
- Canceling appointments during deployment time frame
- Prepare a list of important phone numbers such as health/home/auto insurance, emergency contacts, medical/dental contacts
Prepare your Family

- Call family and trusted friends to notify them that you are being deployed
- Leave itinerary, house and car keys, contact information with pre-arranged person; activate plans for care of your home, pets, children or etc.
- Talk about the range of emotions that the family could be experiencing
- Refer and utilize the Family Readiness resources to assist
- Review Family Readiness tips and checklists

Work-Related Items

- Bring any agency-issued equipment including cell phone and laptop
- Current Agency identification (badge) or, if expired, your current passport or two forms of federally recognized picture identification such as your Driver’s license, Social Security card or Federal/State Agency Identification.
- Driver’s license
- Current passport, if deployment is OCONUS, such as the Pacific or the Caribbean Islands
- Government issued travel charge card (if applicable)
- Plan! Bring a pen and a small pad of paper

Setting Up Your Workplan

- Decide on a format for tracking your daily meeting, deadlines, and ongoing projects
- Think through your time management tactics and how you will carve out enough time for each daily task you have
- Make sure you have a list of contacts for people you need to regularly get in touch with

Safety During Deployment: Your Role

Ensure your safety by:

- Complying with rules and regulations
- Using safe work practices
- Taking safety training
- Reporting hazards
- Asking for help when needed to maintain your safety

Medical Emergencies

In case of a medical emergency, you should know:
- How to immediately contact the Safety Officer.
- Contact phone numbers of local emergency medical services.
- Location of the first aid kit and AEDs and who is trained to use them.
Evacuation Procedures

- Know evacuation plans
- Leave immediately
- Alert others
- Follow the nearest safe exit route
- Go to your emergency assembly point
- Employees with a disability or access/functional needs are strongly advised to submit information to their assigned supervisor.
- Those needs will be assisted with evacuation/relocation as needed

Car Safety and Accidents

Practice safe driving:
- Be prepared – stay focused and know your limits

Report vehicle accidents:
- Get medical help if needed
- Contact Safety Officer immediately
- Exchange information and make required notifications
- Submit accident report to Safety Officer

Hotel Safety

- Stay only in facilities on the USFA Hotel/Motel Fire-Safe List
- Familiarize yourself with the evacuation plan and exits
- Always close your door and take your key or card when you leave the room
- Use the security lock when in the room

Personal Security

- Always wear your badge above the waist while in any disaster facility.
- Remove or cover your badge when you leave the facility.
- Never leave valuables (e.g., purses, wallets, checkbooks, jewelry) out in the open.
- Report any missing badges or property, government or personal, to Security or your supervisor.

Work-Related Illness or Injury

- If you sustain an injury or illness in the performance of your duties, you are entitled to the benefits of the Federal Employees’ Compensation Act.
- Report all job-related injuries or illnesses to your supervisor immediately.
Stress and Disaster Work

Disaster work can be rewarding, but it is also stressful.

- While on deployment, you may encounter loss of life, serious injuries, missing and separated families, and destruction of whole areas.

Preparing to Deal with Stress

- Recognize your coping strategies
- Exercise regularly
- Eat a healthy diet
- Reduce caffeine and sugar
- Avoid alcohol, cigarettes, and drugs
- Get enough sleep
- Create a work/life balance
- Talk to someone, a friend or a professional, if you feel overwhelmed

Demobilization & Returning Home

Returning to Work

- Discuss with supervisor your return date and desired leave plan
- Return any equipment assigned
- Reset your Out of Office
- Discuss with your supervisor your return to duty plan

Health & Wellness

- Let your family know you are returning
- Relax. Returning from deployment is stressful
- Watch for common signs of stress and seek out support if necessary

###
Appendix V: Flood Preparedness

Flooding can occur in several ways, including the following

- Strong winds from tropical cyclones cause a storm surge by pushing seawater onto land.
- Water containment systems break, such as levees, dams, and water or sewer systems.
- Excessive rain cannot be fully absorbed into the ground.
- Rivers and lakes cannot contain excessive rain.
- Waterways are blocked with debris and overflow.

The speed and duration of flooding can vary significantly.

- Flooding can occur slowly as rain continues for many days. This type of flooding, sometimes called a slow-onset flood, can take a week to develop and can last for months before floodwaters recede.
- Rapid-onset floods occur more quickly, typically developing within hours or days. These types of floods usually occur in smaller watersheds experiencing heavy rainfall, particularly in mountainous and urban areas, and water usually recedes within a few days.
- Some rapid-onset floods known as flash floods occur very quickly with little or no warning, such as during periods of extremely heavy rain or when levees, dams, ice jams, or water systems break. Densely populated areas are at a high risk for flash floods. In urban areas, flash floods can fill underpasses, viaducts, parking structures, low roads, and basements.
- Storm-tide surges have been registered as high as almost 35 feet above normal sea level and can cause significant flooding across a large area. This generally occurs over a short period, typically 4 to 8 hours, but in some areas, it can take much longer for the water to recede to its pre-storm level.

Impact from flooding

The physical destruction caused by flooding depends on the speed and level of the water, the duration of the flood, terrain and soil conditions, and the built environment (e.g., buildings, roads, and bridges).

- Flooding can cause fatalities and serious injuries for people who are trapped or swept away by wading in, driving through, or boating across floodwaters.
- Transportation routes, power, water, gas, and other services may be disrupted.
- Commercial supplies and government support systems may be temporarily unavailable.
- Drinking water supplies and wells may become polluted.
- Floodwaters can cause erosion, which can damage roads, bridge structures, levees, and buildings with weak foundations, causing their collapse without warning. Floodwaters may carry the worn-away mud, rocks, and other sediment.
- Landslides and mudslides can occur.
- A few inches of floodwater in a home can cause tens of thousands of dollars in damage.
• Flood-related injuries and deaths are often the result of individuals trapped in floodwaters. The best way to stay safe is to leave areas that flood and avoid floodwaters.

Evacuate

To avoid being trapped when floodwaters threaten your area, the best action to protect yourself and your family is to evacuate before flooding starts. Know and follow the directions from local officials for community evacuation or seek high ground for localized flooding.

If you do not evacuate before the flooding occurs or you are trapped by flash flooding, do not enter flooded areas or moving water either on foot or in a vehicle, including areas that appear to have only inches of water. *Turn around, don’t drown!*

Know Evacuation Routes; Plan Your Transportation and a Place to Stay

• The safest way to survive a flood is to evacuate the area if advised to leave. To ensure that you will be able to act quickly should the need arise, you need to plan ahead.
• Know your community’s local flood evacuation plan and identify several escape routes for your location if roads are blocked; include plans to evacuate people with disabilities and others with access and functional needs, pets, service animals, and livestock.
• If you will evacuate by car, keep your car fueled and in good condition. Keep emergency supplies and a change of clothes in your car.
• If you will need to share transportation, make arrangements now. If you will need to use public transportation, including paratransit, contact your local government emergency management agency to ask how an evacuation will work, how you will get current information during an evacuation, the location of staging areas, and other information.
• If you need to relocate for an extended period of time, identify a place away from home now where you could go if you had to leave. Consider family or friends who live outside of the local area.
• If you expect to go to a shelter after evacuating, check online at the American Red Cross Find a Shelter website: [https://www.redcross.org/get-help/disaster-relief-and-recovery-services/find-an-open-shelter.html](https://www.redcross.org/get-help/disaster-relief-and-recovery-services/find-an-open-shelter.html).
• If you have pets and plan to go to a shelter, call to inquire whether the shelter can accommodate your pets. Shelters will accept service animals.

Elevate, Waterproof, and Clear Debris

Before a flood occurs, reduce the risk of damage to structures from flooding. This means elevating critical utilities, such as electrical panels, switches, sockets, wiring, appliances, and heating systems, and waterproofing basements.

In areas with repetitive flooding, consider elevating the entire structure. Make sure that basements are waterproofed and that your sump pump is working and then install a battery-operated backup in case of a power failure.
Installing a water alarm will also let you know if water is accumulating in your basement. Clear debris from gutters and downspouts. Anchor any fuel tanks. Move furniture, valuables, and important documents to a safe place.

Know How to Stay Informed

Receiving timely information about weather conditions or other emergency events can make all the difference in knowing when to take action to be safe.

- Monitor the weather reports provided by your local news media.
- Many communities have text or email alerting systems for emergency notifications. To find out what alerts are available in your area, do an Internet search with your town, city, or county name and the word “alerts.”
- Consider buying a NOAA Weather Radio (NWR) All Hazards receiver, which receives broadcast alerts directly from NWS. You can purchase these at many retail outlets, or online. For more information on NWR receivers, visit: [https://www.weather.gov/nwr/nwr RECEIVERS](https://www.weather.gov/nwr/nwr RECEIVERS).
- Think about how you will stay informed if there is a power outage. Have extra batteries for a battery-operated radio and your cell phone. Consider having a hand crank radio or cell phone charger.

Know Your Flood Risk

Learn whether you live, work, or travel through flood prone areas. FEMA created flood maps called Flood Insurance Rate Maps (FIRMs) to show the locations of high-risk, moderate-to-low risk, and undetermined risk areas. Check flood risk at [www.floodsmart.gov](http://www.floodsmart.gov/)

More than 25 percent of all flood claims each year come from homes outside areas at high risk for flooding. To participate in the NFIP, local communities must adopt floodplain management regulations that meet or exceed its minimum requirements.

Flood Insurance

Purchasing flood insurance provides financial protection for the cost of repairs due to flood damage. Standard insurance policies do not cover flooding, but flood insurance is available for homeowners, renters, and business owners through the National Flood Insurance Program.

Protecting yourself today means having sources for information, preparing your home or workplace, developing an emergency communications plan, and knowing what to do when a flood is approaching your home or business. Taking action today can save lives and property.

###
Appendix VI: Pet and Animal Preparedness

Make a plan. Remember, during a disaster what’s good for you is good for your pet, so get them ready today. If you leave your pets behind, they may be lost, injured – or worse. Never leave a pet chained outdoors. Plan options include:

- Create a buddy system in case you’re not home. Ask a trusted neighbor to check on your animals.
- Identify shelters. For public health reasons, many emergency shelters cannot accept pets.
  - Find pet friendly hotels along your evacuation route; keep a list in your pet’s emergency kit.
  - Locate boarding facilities or animal hospitals near your evacuation shelter.
- Consider an out-of-town friend or relative.
- Locate a veterinarian or animal hospital in the area where you may be seeking temporary shelter, in case your pet needs medical care. Add the contact information to your emergency kit.
- Have your pet microchipped and make sure that you not only keep your address and phone number up-to-date, but that you also include contact info for an emergency contact outside of your immediate area.
- Call your local emergency management office, animal shelter or animal control office to get advice and information.
- If you are unable to return to your home right away, you may need to board your pet. Find out where pet boarding facilities are located.
- Most boarding kennels, veterinarians and animal shelters will need your pet’s medical records to make sure all vaccinations are current.
- If you have no alternative but to leave your pet at home, there are some precautions you must take, but remember that leaving your pet at home alone can place your animal in great danger!

For additional information please visit https://www.ready.gov/pets

###
Appendix VII: Financial Preparedness

Americans at all income levels have experienced the challenges of rebuilding their lives after a disaster or other emergency. In these stressful circumstances, having access to personal financial, insurance, medical, and other records is crucial for starting the process of recovery quickly and efficiently. Taking the time now to collect and secure these critical records will give you peace of mind and, in the event of an emergency, will ensure that you have the documentation needed to start the recovery process without delay.

- Gather financial and critical personal, household, and medical information.
- Consider saving money in an emergency savings account that could be used in any crisis.
- Keep a small amount of cash at home in a safe place. It is important to have small bills on hand because ATM’s and credit cards may not work during a disaster when you need to purchase necessary supplies, fuel or food.
- Obtain property (homeowners or renters), health, and life insurance if you do not have them. Review existing policies for the amount and extent of coverage to ensure that what you have in place is what is required for you and your family for all possible hazards.

Homeowners insurance does not typically cover flooding, so you may need to purchase flood insurance from the National Flood Insurance Program. For more financial preparedness tips and download the Emergency Financial First Aid Kit (EFFAK) to get started planning today.

EFFAK link: https://www.fema.gov/media-library/assets/documents/96123

###
Appendix VIII: Individuals with Disabilities Preparedness

Get Informed

- Know what disasters could affect your area, which could call for an evacuation and when to shelter in place.

Make a Plan

How might a disaster affect you? Could you make it on your own for at least three days? After a disaster you may not have access to a medical facility or even a drugstore. It’s crucial to plan for your regular needs and know what you would do if they become limited or unavailable.

Additional planning steps should include:

- Create a support network. Keep a contact list in a watertight container in your emergency kit.
- Be ready to explain to first responders that you need to evacuate and choose to go to a shelter with your family, service animal, caregiver, personal assistant and your assistive technology devices and supplies.
- Plan ahead for accessible transportation that you may need for evacuation or getting to a medical clinic. Work with local services, public transportation or paratransit to identify your local or private accessible transportation options.
- Inform your support network where you keep your emergency supplies. You may want to consider giving one member a key to your house or apartment.
- Contact your city or county government’s emergency management agency or office. Many local offices keep lists of people with disabilities so they can be helped quickly in a sudden emergency.
- If you are dependent on dialysis or other life-sustaining treatment know the location and availability of more than one facility.
- If you use medical equipment in your home that requires electricity, talk to your doctor or health care provider about how you can prepare for its use during a power outage.
- Wear medical alert tags or bracelets.
- If you have a communication disability make sure your emergency information says the best way to communicate with you.
- If you use an augmentative communications device or other assistive technologies, plan how you will evacuate with the devices or how you will replace equipment if lost or destroyed. Keep model numbers and note where the equipment came from (Medicaid, Medicare, private insurance, etc.).
- Plan how you will communicate with others if your equipment is not working, including laminated cards with phrases, pictures or pictograms.
- Keep Braille/text communication cards, if used, for two-way communication.
- Get preparedness tips for diabetics.
- The U.S. Department of Health and Human Services' online tool helps people locate and access their electronic health records from a variety of sources.
- Plan for children with disabilities and people who may have difficulty in unfamiliar or chaotic environments.
Get Your Benefits Electronically

A disaster can disrupt mail service for days or weeks. If you depend on Social Security or other regular benefits, switching to electronic payments is a simple, significant way to protect yourself financially before disaster strikes. It also eliminates the risk of stolen checks. The U.S. Department of the Treasury recommends two safer ways to get federal benefits:

- Direct deposit to a checking or savings account. If you get federal benefits you can sign up by calling 800-333-1795 or sign up online.
- The Direct Express® prepaid debit card is designed as a safe and easy alternative to paper checks. Call toll-free at 877-212-9991 or sign up online.

Build a Kit

In addition to having your basic survival supplies, an emergency kit should have items to meet your individual needs in various emergencies. Consider the items you use on a daily basis and which ones you may need to add to your kit.

Tips for People Who are Deaf or Hard of Hearing

- A weather radio (with text display and a flashing alert)
- Extra hearing-aid batteries
- A TTY
- Pen and paper (in case you have to communicate with someone who does not know sign language)

Tips for People Who are Blind or Have Low Vision

- Mark emergency supplies with Braille labels or large print. Keep a list of your emergency supplies and where you bought them on a portable flash drive or make an audio file that is kept in a safe place where you can access it.
- Keep a Braille or deaf-blind communications device as part of your emergency supply kit.

Tips for People with Speech Disability

- If you use an augmentative communications device or other assistive technologies plan how you will evacuate with the devices or how you will replace equipment if it is lost or destroyed. Keep model information and note where the equipment came from (Medicaid, Medicare, private insurance, etc.).
- Plan how you will communicate with others if your equipment is not working, including laminated cards with phrases and/or pictogram.
Tips for People with a Mobility Disability

- If you use a power wheelchair have a lightweight manual chair available as a backup if possible. Know the size and weight of your wheelchair in addition to whether or not it is collapsible, in case it has to be transported.
- Show others how to operate your wheelchair.
- Purchase an extra battery for a power wheelchair or other battery-operated medical or assistive technology devices. If you can't purchase an extra battery, find out what agencies, organizations or local charitable groups can help you buy one. Keep extra batteries on a trickle charger at all times.
- Consider keeping a patch kit or can of sealant for flat tires and/or extra inner tube if wheelchair or scooter is not puncture proof.
- Keep an extra mobility device such as a cane or walker if you use one.
- If you use a seat cushion to protect your skin or maintain your balance and you must evacuate without your wheelchair, take your cushion with you.

Tips for Individuals Who May Need Behavioral Support

- Plan for children with disabilities and people who may have post-traumatic stress disorder (PTSD), who may have difficulty in unfamiliar or chaotic environments.

This may include:
- Handheld electronic devices (loaded with movies and games)
- Spare chargers
- Sheets and twine or a small pop up tent (to decrease visual stimulation in a busy room or to provide instant privacy)
- Headphones (to decrease auditory distractions)
- Comfort snacks
- Toys (to meet needs for stimulation)

Additional Items

- At least a week-long supply of prescription medicines
- A list of all medications, dosage and any allergies
- Extra eyeglasses
- Extra hearing-aid batteries
- Extra wheelchair batteries (or a manual wheelchair if possible)
- Oxygen
- A list of the style and serial number of medical devices (include special instructions for operating your equipment if needed)
- Copies of medical insurance and Medicare cards
- Contact information for doctors, relatives or friends who should be notified if you are hurt
- Pet food, extra water, collar with ID tag, medical records and other supplies for your service animal

###
Appendix IX: Vehicle Preparedness

Automobiles

In case you are stranded, keep an emergency supply kit in your vehicle with the addition of these automobile extras: Jumper cables / Flares or reflective triangle / Ice scraper / Car cell phone charger / Cat litter or sand for better tire traction.

Prepare Your Vehicle for Emergencies

Have a mechanic check the following on your vehicle prior to an emergency: Antifreeze levels / Battery & ignition system / Brakes / Exhaust system / Fuel and air filters / Heater and defroster / Lights and flashing hazard lights / Oil / Thermostat / Windshield wiper equipment and washer fluid level.

Vehicle Safety Tips

- Keep your gas tank full in case of evacuation or power outages. A full tank will also keep the fuel line from freezing.
- Install good winter tires; ensure they have adequate tread or any jurisdiction-required chains or studs.
- Do not drive through flooded areas. Six inches of water can cause a vehicle to lose control or possibly stall. A foot of water will float many cars.
- Be aware of areas where floodwaters have receded. Roads may have weakened and could collapse under the weight of a car.
- If a power line falls on your car you are at risk of electrical shock, stay inside until a trained person removes the wire.
- If there is an explosion or other factor that makes it difficult to control the vehicle, pull over, stop the car and set the parking brake.

Boating

- Never stay on the boat.
- Best option is to take your boat of the water, if possible.
- Secure your boat to the dock, if it cannot be stored ashore.
- Reinforce against damage by installing chafe guards and fenders to protect the stress of your lines and your boat.
- Remove personal belongings from the vessel.
- Cut windage by reducing the profile of your boat, take down anything you can that can catch the wind.
- Keep your boat insurance information up-to-date and in a safe place.

###
Appendix X: Mobile Applications

U.S. Coast Guard App
Found at: https://www.uscg.mil/mobile/#product/1

- The official U.S. Coast Guard app gives you 24/7 access to the most commonly requested information and resources for the recreational boating public.

U.S. Coast Guard Incident Management Handbook App
Found at: https://www.uscg.mil/mobile/#product/4

- The United States Coast Guard (USCG) Incident Management Handbook Mobile App (MIMH) is an electronic enhancement to the paper or electronic versions of the USCG Incident Management Handbook (IMH).
**FEMA Mobile App**  
Found at: [www.fema.gov/mobile-app](http://www.fema.gov/mobile-app)

- This app will provide the user with alerts from the National Weather Service and will provide severe weather alerts for up to five locations across the U.S. and see information about how to stay safe.
- Maps of disaster resources: Locate and receive driving directions to open shelters and disaster recovery centers.
- Apply for assistance: Easily access DisasterAssistance.gov to apply for federal disaster assistance.
- Custom emergency safety information: Save a custom list of the items in your family’s emergency kit, as well as the places you will meet in case of an emergency.
- Safety tips: Receive safety and preparedness reminders and learn how to stay safe before, during, and after over 20 types of hazards, including floods, hurricanes, tornadoes and earthquakes.
- Information in Spanish: Easily toggle between English and Spanish for all features of the app.

**NOAA Weather.gov Mobile App**  
Found at: [https://www.weather.gov/wrn/mobile-phone](https://www.weather.gov/wrn/mobile-phone)

- Take the weather with you on your mobile phone. Wherever you are, you can get the local weather forecast from the National Weather Service with one click on your home screen.
American Red Cross Mobile Apps
Found at: https://www.redcross.org/get-help/how-to-prepare-for-emergencies/mobile-apps.html

- Monitor hurricane conditions in your local area, throughout the storm track, and let others know you are safe even if the power is out.
- Disponible en español
- Or text: "GETCANE" to 90999

- Learn and prepare your family and friends for flooding, evacuation and a safe return home.
- Disponible en español
- Or text: "GETFLOOD" to 90999

- This all-inclusive app lets you monitor more than 35 different severe weather and emergency alerts, to help keep you and your loved ones safe.
- Disponible en español
- Or text: "GETEMERGENCY" to 90999

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Appendix XI: Additional Links

Disaster Specific Links

- ICS 209 USCG Form – [Link](http://www.disasterassistance.gov/)
- Disaster Assistance Website - [www.disasterassistance.gov/](http://www.disasterassistance.gov/)
- National Hurricane Center (Storm Forecasts & Impacts) - [http://www.hurricanes.gov](http://www.hurricanes.gov)
- Ready.gov (Hurricane Season Guidance) - [https://www.ready.gov/hurricanes](https://www.ready.gov/hurricanes)
- Ready.gov (Preparedness Guidance) - [https://www.ready.gov/](https://www.ready.gov/)
- National Flood Insurance Program (NFIP) - [https://www.fema.gov/national-flood-insurance-program](https://www.fema.gov/national-flood-insurance-program)

COVID-19 Specific Links

- U.S. Coast Guard Coronavirus FAQs: [https://www.uscg.mil/Coronavirus/FAQ/](https://www.uscg.mil/Coronavirus/FAQ/)

Mobile Applications

- U.S. Coast Guard: [https://www.uscg.mil/mobile/#product/1](https://www.uscg.mil/mobile/#product/1)
- U.S. Coast Guard Incident Management Handbook: [https://www.uscg.mil/mobile/#product/4](https://www.uscg.mil/mobile/#product/4)
- FEMA: [www.fema.gov/mobile-app](http://www.fema.gov/mobile-app)

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