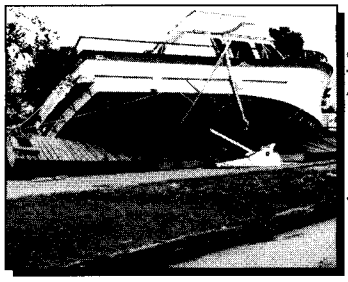
HURRICANE PREPAREDNESS PLAN

Marina/Yacht Club/Municipal Anchorage



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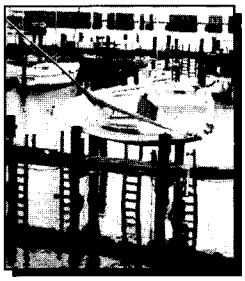


THIS COULD BE YOUR POST-STORM SCENE
UNLESS YOU PREPARE NOW

Y	N	
☐	☐	Do you have a detailed storm preparation plan?
☐	☐	Is it posted for employees and customers?
☐	☐	Is it filed with a local government entity?
☐	☐	Has your plan been reviewed and approved by an appropriate evaluating agency?
☐	☐	Is your plan reviewed and revised yearly?
☐	☐	Is your major storm insurance in force?
☐	☐	Are there other anchorages/docks/facilities which could break up and wash down on you?
☐	☐	Do they have a good PLAN? (If not, this is your greatest priority and "NOW" task!)
☐	☐	Do you have a "public" radio (VHF) tuned to weather broadcasts?
☐	☐	Do you have a detailed mooring chart showing: size, location, type, chain size, chain length and pennant? (see over)

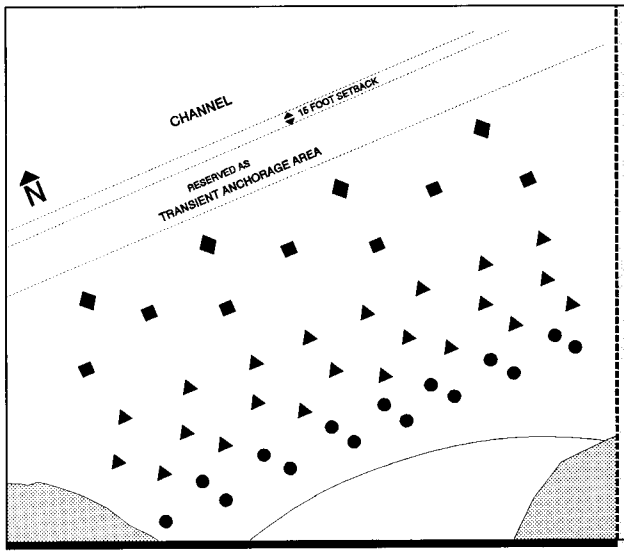
Y	N	
☐	☐	Does that chart show maximum size/type boat allowed at each mooring?
☐	☐	Is the standard scope sufficient to handle a 10′ surge?
☐	☐	If the answer to the above is NO, do you have a plan for "thinning out" boat concentration and increasing scope?
☐	☐	Do you have detailed information on all boats which are permanently on each mooring? (size, type, weight, data on owner, contact and alternate)
☐	☐	Is this data in your hurricane plan?
☐	☐	Have you posted a list of priority haul-outs and time schedule for same?

FACILITY CHECK

Y	N	
☐	☐	Do all of your docks (waterfront) utilities have a quick shut-off above flood plain level? (water, sewer, electric, phone)
☐	☐	Are all of your docks attached to pilings which can handle 10′ surge above the normal "moon" high tides?
☐	☐	Do all of your ramps adjust equally to above?
☐	☐	Do you have a plan and contract for removal of small boats to "quick" storage?
☐	☐	Do you have "high and dry" space for storage of boats, as well as cars and equipment...above flood plain?
☐	☐	Do you have "above flood plain" storage for: all customer and business records? all parts and sales stock? machinery, motors, electric equipment, etc?
☐	☐	Do you have emergency power for communication, winch operation, railway/travelift, pumps?
☐	☐	Are storage areas kept clean of blowables?
☐	☐	Are cradles and jack stands stored,labelled, and ready for quick staff access?
☐	☐	Are your moorings checked by a diver after being "set"?
☐	☐	Do you have a last-minute "quick-out" plan for your "YARD" boat, which implies safe storage and "quick-in"?
☐	☐	Do you have a storm-safe spot from which to view the yard and anchorage during the storm?

S T A F F

Y	N	
☐	☐	Do you have a daily duty officer whose name is posted?
☐	☐	Is a member of your staff assigned to keep daily watch over the long range weather?
☐	☐	Is your staff experienced in storm preparation efforts?
☐	☐	Do you hold training sessions for new employees?
☐	☐	Does each understand his/her role?
☐	☐	Have all current employees had a course at this time?
☐	☐	Is employee "loyalty" sufficient to assure that they will not abandon your service to protect their own property in the threat of a coming storm?
☐	☐	Does your employee program allow for each worker to meet his/her family responsibility as well?
☐	☐	Do you have a sizable crew willing to report for work immediately after the storm is over?

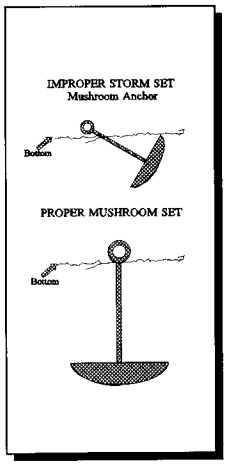


SAMPLE MOORING PLAN

(NOT A STANDARD...Bottom conditions, current, tide and other local variables must be taken into consideration in establishing your own specific applicable standard.)

Sand/Silt/Mud Bottom
Avg. depth 20'

- ● **Up to 20' sailboat**
  200# mushroom
  30' ½" bottom chain
  30' 5/16 top chain
  12' pennant
  92' between moorings
- ■ **Up to 40' sailboat**
  500# mushroom
  30' ¾" bottom chain
  30' ½" top chain
  16' pennant
  130" between moorings
- ▲ **Up to 30' sailboat**
  300# mushroom
  30' ⅝" bottom chain
  30' ⅝" top chain
  14' pennant
  115' between moorings
- ♦ **Up to 50' sailboat**
  750# mushroom chain
  30' 1" bottom chain
  16' ½" top chain
  18' pennant
  145" between moorings



CUSTOMER RELATIONS EFFORTS

Y	N	
☐	☐	Do all of your customers know that you have an emergency storm preparedness plan?
☐	☐	Do you have a signed permission/release from owners which will allow you to board vessels to make necessary efforts to prepare for hurricane in case of owner absence?
☐	☐	Do you have a means of alerting your customers very early in the storm sequence of possible major area incursion?
☐	☐	Do you offer a "cruise plan" file service for your regulars to indicate their intended whereabouts?
☐	☐	Are you in close contact with the Coast Guard and the Harbor Master/police regarding storm readiness?
☐	☐	Do you sponsor and schedule training sessions for boat owners re: major storm preparedness procedures?
☐	☐	Do you have a provision for helping VISITING yachtsmen?
☐	☐	Is your insurance company aware of all of your efforts in storm preparation?
☐	☐	Do you have a calling plan to notify customers of the status of their boat after the storm?

After the storm do you have plans for...

☐	☐	Examination and evaluation of entire yard before reconnecting water, sewer, fuel, telephone, power, etc.?
☐	☐	A watchman on duty to protect from vandalism?

This publication has been prepared by the Federal Emergency Management Agency (FEMA), Region I, Boston, MA in cooperation and coordination with: **U.S. Coast Guard District I; BOAT/US & BOAT/US Insurance Division.** Also Massachusetts Coastal Zone Management, National Committee on Property Insurance, International Marina Institute, Rhode Island Coastal Resources Center, Connecticut Office of Emergency Management, Maine Emergency Management Agency, Massachusetts Emergency Management Agency, New Hampshire Office of Emergency Management, Rhode Island Emergency Management Agency, and Vermont Emergency Management Agency. Graphics adapted from originals with permission from BOAT/US.