

EMERGENCY PROCEDURES

FIRE

1. Call 911.
2. Evacuate facility through set plan (see Evacuation Plan).
3. Turn off fuel lines.
4. All staff members meet for roll call at Marina Office.

NATURAL DISASTER (Hurricane)

1. Secure all dumpsters and trashcans and clear all loose gear from docks.
2. Monitor the need to disconnect t-head docks.
3. Lock all dock boxes, secure pump-out, tape windows on fuel shed and office.
4. Turn off fuel lines.
5. Check lines and fenders on vessels, contact boat owners to secure extra lines and fenders.

HOSTAGE SITUATION/ CIVIL DISTURBANCE/BOMB THREAT*

1. Call 911.
2. Evacuate if necessary.

*If you receive a bomb threat via telephone- Refer to Bomb Threat Telephone Procedures.