



Fourchon Launch Services, LLC
Dock and Vessel Security Guidelines

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Purpose

To provide a step by step identification and screening procedure for employees, clients, contractors and visitors transitioning through the Fourchon Launch Services, LLC (FLS) contracted facility and vessel. These guidelines are in compliance with the USCG Maritime Security (MARSEC) and the Transportation Workers Identity Credential (TWIC) regulations.

Scope

The FLS dock and vessel are USCG regulated. Security measures for the dock and vessel may vary upon launch plans, MARSEC levels and the USCG directives. These guidelines must be followed by all employees, clients, contractors and visitors coming to the FLS contracted dock and vessel.

1 Entrance to the Facility

1.1 Access During Business Hours

Weekday working ours for the facility is 7:00am to 7:00pm. All visitors coming to the facility during this time will check in at the Martin Terminal main gate off of 17th Street. All visitors will have to provide their TWIC card for access to the facility. If a visitor is not in possession of a TWIC card, see section 3 below.

After presenting their TWIC card to the security personnel, the visitor will be required to sign in on the security sheet to document their arrival. The visitor will then be directed to the FLS office, which is located on the back side of the Martin slip.

Visitors will go directly to the FLS office and further check in their arrival with the FLS employee on duty at the front desk. From there the FLS employee on duty will access the purpose for the visit and direct the visitor accordingly.

1.2 Access After Business Hours/Weekends

The FLS facility is closed from 7:00pm to 7:00am daily. During after business hours no admittance will be allowed to the FLS facility. If any delivery is necessary due to an emergency launch situation, an FLS employee on-call will be present and prior admittance authorization will be given to security at Martin Terminal main gate.

1.3 Screening

FLS reserves the right to identify and screen people, baggage and other goods entering their facility and for boarding upon their vessel, as required by law under the Maritime Transportation Security Act, 33 CFR, Parts 104, 105 and 106.

1.4 Compliance

Persons refusing to comply with screening and inspection requirements will be denied entry to the FLS facility, to include both dock and vessel. Baggage and goods that do not satisfactorily pass these screening procedures will not be conveyed to the dock area, nor loaded on the vessel.

2 Facility Security

2.1 Facility Security Officer (FSO)

The Facility Security Officer (FSO) is the person, and their alternates, designated by FLS, who has responsibility for maritime security and security compliance for the facility, to include dock and vessel.

2.2 Representative and Alternates

The company representative appointed by FLS as the company FSO is their Operations Manager, Mr. Dwayne Rebstock. Alternate FSO, in the absence of Mr. Rebstock, is Mr. Donald Rulh.

2.3 Main Terminal Security

FLS operates their facility inside the secured area of the Martin Terminal facility. Thereby, FLS security comes secondary to the Martin Terminal security plan.

3 Maritime Security (MARSEC)

3.1 MARSEC Levels

The Coast Guard has a three-tiered system of Maritime Security (MARSEC) levels consistent with the Department of Homeland Security's Homeland Security Advisory System (HSAS). These levels are used to set terrorist threat standards for the maritime industry.

3.2 MARSEC Level 1

Unless otherwise directed, all ports, vessels and facilities will operate under MARSEC Level 1. MARSEC Level 1 means the level for which minimum appropriate security measures are to be maintained at all times. MARSEC 1 applies when HSAS Threat Condition Green (Low), Blue (Guarded) or Yellow (Elevated) are set.

3.3 MARSEC Level 2

MARSEC Level 2 means the level for which appropriate additional protective security measures are to be maintained for a period of time as a result of heightened risk of the maritime elements of the transportation system. MARSEC 2 applies when HSAS Threat Condition Orange (High) is set.

3.4 MARSEC Level 3

MARSEC Level 3 means the level for which further specific protective security measures are to be maintained for a limited period of time when a transportation security incident is probable, imminent, or has occurred. MARSEC 3 applies when HSAS Threat Condition Red (Severe) is set.

4 Vessel Security

4.1 Vessel Security Plan (VSP) and Vessel Security Officer (VSO)

The FLS vessel and its crew will follow all directives as set forth in this Security Guideline manual. The Vessel Security Officer (VSO) will be the Captain on duty, with the alternate being the second Captain onboard. The owner of the vessel will further provide a Vessel Security Plan (VSP) that is specific to his vessel, that will be in addition to this Security Guideline manual.

4.2 Recordkeeping

The VSO will keep records of all activities onboard the vessel, as set forth in 33 CFR, part 104. Duplicate copies of these records will also be kept at the vessel company office.

4.3 Declaration of Security (DOS)

The VSO will request the Declaration of Security (DOS) from the tanker that they are servicing in the field, once they come alongside. The vessel shall then be responsible for the requirements of that DOS as presented by the tanker.

4.4 MARSEC Compliance

The vessel will monitor and comply with the current MARSEC code, both while in port and in the field. If MARSEC level is raised prior to the vessel reaching its destination tanker, the vessel may not be allowed to come alongside. Should the vessel be advised not to come alongside due to a heightened MARSEC level, the vessel will immediately return to its dock facility.

5 Transportation Worker Identification Credential (TWIC)

5.1 TWIC Card

The TWIC card is a smart identification card that is issued by the TSA to individuals who are qualified and require unescorted access to secure areas of a regulated facility.

5.2 Implementation

Beginning February 19, 2009, personnel entering the Martin Terminal main facility are required to hold a TWIC card for unescorted access to any part of the facility, including the FLS dock and vessel. Those personnel that do not have a TWIC card will require an escort and monitoring while inside the facility.

5.3 Responsibility

It is the responsibility of the TWIC card holder to have their card with them at all times. TWIC cards should be carried even when going offshore. When returning to the facility from offshore, each person will again be required to show possession of a TWIC card prior to departing the vessel and entering the dock facility. Same escorted regulations apply for someone returning to shore that does not have their TWIC card.