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7 June 2012

Dear Sector North Carolina Family:

The 2012 severe weather/hurricane season started on June 1st and ends on November 30th. We experienced Hurricane IRENE in 2011 that caused widespread damage and necessitated an evacuation of our dependents across the state. I cannot overstate the importance of remaining vigilant in 2012. It is imperative that you prepare yourself and your family for what to expect in the event of an ordered evacuation. I urge you to implement a family action plan now so you are ready to go if and when the time comes.

Sector North Carolina is here to support you and your family if an evacuation is ordered this season. The information provided in this packet is designed to assist you. With respect to your relocation expenses in the event of an evacuation, the following applies:

- Reimbursement of expenses is available to active duty military members and civilian employees, and their dependents, only if the evacuation is authorized for your locale by the Fifth District Commander in Portsmouth, VA. The most significant impact on the District Commander's decision is whether state or local officials have determined that an evacuation is appropriate; however, the Sector Commander may request an evacuation order from the District based on local experience and as conditions dictate, even if state and local officials have not ordered an evacuation.
- If the District does authorize an evacuation for your locale, the following expenses will be covered within certain specific limits: travel to and from designated safe haven site; lodging while at safe haven site; meals and incidental expenses while at the safe haven site. The maximum dollar amount for reimbursement of each of the above items will be based on the location of the Coast Guard-designated safe haven. Evacuating to locations other than the designated safe haven site may increase your out-of-pocket expenses.
- Please be aware that travel advances may not be immediately available when an evacuation order is given, and Coast Guard members are prohibited from paying for dependent evacuation expenses on their government travel charge cards. Therefore, you should plan on using cash, checks or personal credit/debit cards to pay for dependent evacuation expenses, subject to reimbursement after travel claims are correctly filed and paid (with receipts submitted). Information will be provided to evacuating members when the evacuation order is issued by Fifth District.

Please carefully review enclosure (1) and our Family Guide to Hurricane Preparedness posted on the Sector Web Page (<http://www.uscg.mil/d5/sectnorthcarolina/>) for detailed severe weather/hurricane evacuation entitlement guidance. Everyone should be fully prepared. Please take this matter seriously, and take the steps now to protect your family in the event of a natural disaster.

Sincerely,

A handwritten signature in blue ink that reads "Anthony Popiel".

Anthony Popiel
Captain, U.S. Coast Guard
Sector Commander

Enclosure: (1) Severe Weather/Hurricane Evacuation Entitlement Guidance



2012 SEVERE WEATHER/HURRICANE EVACUATION ENTITLEMENT GUIDANCE

The 2012 Severe Weather/Hurricane Season runs 01 June 12 – 30 November 12.

At this time, subject to change when the Fifth District Commander actually issues an evacuation order, the single designated “safe haven” evacuation site for all Sector North Carolina members and dependents is: Raleigh, NC.

This potentially comprises personnel living in: Carteret, Craven, Pamlico, Beaufort, Hyde, Dare, Tyrell, Washington, Chowan, Perquimans, Pasquotank, Camden, Currituck, Jones, Onslow, Pender, New Hanover and Brunswick counties. It applies to all units located or homeported in Wilmington (NC), Fort Macon (Atlantic Beach, NC), and the Outer Banks of NC: Sector North Carolina, SFO Fort Macon, MSD Fort Macon, SFO Cape Hatteras, ESD Outer Banks, Station Oregon Inlet, Station Hatteras Inlet, ANT Wanchese, Station Elizabeth City, “MSD” Nags Head (DD-Inspections), ESDD Southport, Station Wrightsville Beach, Station Oak Island, Station Emerald Isle, Station Hobucken, CGC DILIGENCE, CGC BAYBERRY, CGC ELM, CGC SMILAX, CGC STATEN ISLAND, CGC BLOCK ISLAND, Station Fort Macon, ANT Fort Macon, ESD Fort Macon, ISD Fort Macon and MAT Fort Macon.

Non-essential military and civilian members who are not required for/during the hurricane response will be issued TAD orders to travel to Raleigh or an alternate location. Members may travel elsewhere if they take annual leave, which is subject to the approval of their supervisor, but they will not be issued TAD orders if they take leave.

If travel advances are not available, members should pay for personal travel expenses authorized on TAD orders with their government travel charge cards, subject to reimbursement after filing travel claims in T-PAX within 3 business days of returning home from TAD. Members may not pay for travel expenses for dependents with their government travel charge cards, even if they are traveling with their dependents.

Dependents will be issued evacuation orders to evacuate to Raleigh or another designated safe haven, separate and distinct from any TAD orders that may be issued to members. If travel advances are not available, cash, checks and/or personal credit/debit cards should be used to pay for dependent evacuation expenses, subject to reimbursement after filing separate paper-based travel claims, even if they traveled with the member.

At the designated safe haven, all Coast Guard members and dependents are responsible for lodging themselves in hotels or other accommodations. You will be reimbursed by the Coast Guard for lodging, meals and transportation, including mileage, per diem, and lodging expenses at a maximum of the federal per diem rate for the designated safe haven, or your actual expenses, whichever is lesser.

For those traveling with pets, please ensure they have identification collars, a travel kennel, and shot records. Many hotels do not allow pets so consider making plans to lodge your pet

elsewhere. When you call to make hotel reservations, ask the hotel if they allow pets. You will not be reimbursed for any pet fees.

Many highways will become congested once the evacuation order is given; therefore, you should consider leaving early. However, reimbursement is not authorized until the evacuation order is given, so you will have to weigh the convenience of getting out of town ahead of the crowds against the possibility that you may not receive reimbursement.

Some families choose to make separate evacuation arrangements. They typically stay with family or friends. Please understand that these options may increase your expenses that cannot be reimbursed. If you stay with relatives or friends, whether in Raleigh or at another location, you cannot be reimbursed for lodging, but you can be reimbursed for meals and mileage.

Reimbursement for mileage will only be provided for travel from your home to the designated safe haven site, and from the designated safe haven site back to your home. If you evacuate to somewhere other than the designated safe haven site, you will be reimbursed for mileage (limited to the total number of miles from your home to the designated safe haven site and back), meals, and lodging at a maximum of the standard CONUS per diem rate, or your actual expenses, whichever is lesser.

Remember to save all your hotel and travel receipts regardless of whether you travel to the designated safe haven site or somewhere else. You will need to submit them when you file your travel claim(s) for reimbursement of expenses.

In Raleigh, a Hurricane Evacuation Assistance Team (HEAT) will be in place at the Comfort Inn and Suites-Crabtree Valley to assist you with the administrative details after an evacuation order is given. Contact the hotel at (919) 782-1112 and ask to speak with the Coast Guard representative to reach the HEAT.

The Comfort Inn and Suites Raleigh-Crabtree Valley is located at: 6209 Glenwood Ave., Raleigh, North Carolina, USA 27612. The website for the hotel is:
http://www.comfortinn.com/hotel-raleigh-north_carolina-NC683

You may, but are not required to, stay at the Comfort Inn and Suites if rooms are available. The Comfort Inn and Suites has agreed to provide rooms at the federal per diem rate.

The Greater Raleigh Visitors and Convention Bureau can also assist with locating lodging in Raleigh during an evacuation. They are open from 8:30 am – 5:00 pm, and the phone number is (919) 834-5900. Please be advised that you will only be reimbursed up to the maximum federal government per diem rate in Raleigh for your room. If you choose to stay at a hotel that charges more than the federal government per diem rate in Raleigh, you will not be reimbursed for the difference.

Your safety is extremely important. If at any time you are uncertain about what you should do, or need help, please contact the supervisor of the Coast Guard member(s) in your family. You can also contact the Sector Command Center at (910) 362-4015 in the event of an emergency. Additionally, you can call the Sector North Carolina Hurricane information line at (252) 247-4548 for the latest pre-recorded information.