

U.S. Department of  
Homeland Security

United States  
Coast Guard



Commander  
United States Coast Guard Group

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Charleston, SC, 29401  
Staff Symbol:  
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1000  
21 May 2004

Dear Coast Guard Family Member:

The 2004 Severe Weather/Hurricane season is upon us. **BE PREPARED!**

I cannot overstate the importance of having a family action plan during the hurricane season. When a major hurricane threatens the Charleston, Georgetown or Tybee Island areas, local emergency management officials may order you to leave your home and seek shelter during a mandatory evacuation, especially if you live on the barrier islands or other low lying areas. In 1999, many families in South Carolina & Georgia were ordered to evacuate their homes during Hurricane Floyd. Having a plan for where to go and preparing yourself for what to expect if an evacuation is ordered will relieve a lot of unnecessary anxiety for your entire family.

So, what are your options if a major hurricane threatens your place of work and your neighborhood is in a mandatory evacuation area? To help you answer this question, the following enclosures explain evacuation planning and entitlements, and provide hurricane-planning tips as well. Please take a few minutes to read through the attached information. I hope you will find this packet helpful in preparing your family for the strong possibility of hurricane evacuation. Make sure you make a copy of this place in your vehicle(s).

Sincerely,

*R. P. Firestine*

R. P. FIRESTINE

Lieutenant, U. S. Coast Guard  
Deputy Group Commander

Encl: (1) Evacuation Planning and Entitlements

**EVACUEE REPORTING-IN REQUIREMENT:** Evacuees are required by CGD Seven Policy to report their evacuation intentions and to report-in daily to their working supervisors or to the Emergency Information Team (EIT) at 800-USCG-WLS, Ext. D07 (1-800-872-4957, ext 307). Supervisors and the EIT will track Evacuee information [Location, phone number, unit, intentions, and special needs] and will provide instructions or status updates, as necessary.

As a point of contact, report the above information to our local Group Charleston Housing Liaison **(843) 296-3463**.

The D7/ISC Hurricane Evacuee Assist Team (HEAT) and Gp Charleston's Housing PO will set up an Evacuee Assistance Center at this location right outside Atlanta:

**Primary Site:**

**HAWTHORN SUITE, 1659 Centennial Olympic Parkway, Conyers, GA 30013, Ph: 770-761-9155; FAX 770-761-1255 – Reservations: 1-800-527-1133.**

**Alternate Site:**

**La Quinta Inn, 1184 Dogwood Drive, Conyers, GA 30012 – Ph: (770) 918-0092; Fax: (770) 918-0565 – Res: 1-800-531-5900.**

# EVACUATION PLANNING AND ENTITLEMENTS

What can you expect if a major hurricane threatens your duty station or your home and is in a mandatory evacuation zone? Where can you go? If you must evacuate, your choices are:

- (1) Coast Guard designated safe haven;
- (2) Evacuate to friends/relatives/elsewhere; or
- (3) Evacuate to local community/State shelters.

Will your active-duty spouse be able to evacuate with you? That will depend on his or her unit's requirements – discuss those duty requirements in advance (you must know them).

In the event of an evacuation - the Coast Guard will deploy an Evacuation Assistance Team to a hotel conference room at the location of the designated safe haven.

**All personnel and dependents will seek hotel reservation on their own in the area near the designated safe haven.** Likewise, evacuee's can choose to stay at a friend or relative's residence. In the event the evacuee is unable to find lodging, the Evacuation Assistance Team will try to find lodging, but that is not their primary responsibility.

Consider using the buddy system to travel to the designated safe haven. By driving in tandem with another Coast Guard family, you avoid trusting your evacuation to one vehicle. Leave as early as you can, because **traveling will be slow and very stressful**. For instance, a normal five-hour drive to Atlanta may take 10-12 hours during an evacuation. If you have pets, consider finding a source now for staying at a pet friendly hotel, or consider boarding them in a kennel in the safe haven area, instead of keeping them with you. Not all hotels accept pets. Some hotels allow pets for families that are evacuating but may require an additional daily "pet cleaning charge." That expense is borne by the member/family and not reimbursable by the government.

## **Evacuation to a Coast Guard Safe Haven:**

If an area affecting Coast Guard families is declared a mandatory evacuation zone by local authorities, the regional Coast Guard District Commander is authorized to designate a "safe haven" evacuation site for Coast Guard dependents, non-essential civilian and military employees. If you evacuate (actually travel) and the Coast Guard declares an evacuation for your neighborhood, you and family members will be entitled to limited travel reimbursement by the Coast Guard at standard rates for travel, meals and lodging, for the specified time-period of the ordered evacuation. Remember, if the Seventh District Commander does not order an evacuation, your travel will not be reimbursed.

For planning purposes this hurricane season, the location of the evacuation designated safe haven site for the Charleston area is Atlanta, Georgia. A listing of some hotels in the area is provided below. If you obtain lodging, save all motel/hotel receipts in order to be reimbursed for these costs (proof of purchase is required). The maximum lodging rate reimbursable for Atlanta is \$112.00 per night. To avoid paying state taxes, use the tax-exempt form provided. The meal rate is \$40 per day for adults.

Permanent Duty Station	Designated Safe Haven	Maximum Lodging Rate	M&IE Meals and Incidental Exp.	Official Distance & car mileage
Charleston area	Atlanta, GA	\$112.00	\$43.00	319 miles x .375 per mile = \$119.62
Georgetown area	Greenville, SC	\$65.00	\$43.00	245 miles x .375 per mile = \$91.87
Savannah area	Atlanta, GA	\$112.00	\$43.00	248 miles x .375 per mile = \$93.00

- Each authorized traveler is entitled to a daily per diem rate (actual Lodging cost + M&IE), however, dependents under age 12 will only get 50% of the daily M&IE rate.
- The full per diem rate for evacuations can only be paid for a 30-consecutive-day period. Thereafter, the daily per diem rate is reduced to 60% for personnel over age 12 and 30% for children under age 12.

#### **National Hotels with Locations in Atlanta and/or Greenville**

Best Western (1-800-780-7234) <http://www.bestwestern.com/>

Holiday Inn (1-800-465-4329) <http://www.holiday-inn.com/>

Ramada Inn (1-800-2-Ramada) <http://www.ramada.com/>

Travelodge (1-800-578-7878) <http://www.travelodge.com/>

Choice Hotels (1-877-424-6423) <http://www.choicehotels.com/>

Including: Clarion Inn, Comfort Inn, Comfort Suites, Econo Lodge, MainStay Suites, Quality Inn, Quality Inn and Suites and Sleep Inn.

Marriott (1-888-236-2427) <http://www.marriott.com/>

Including: Marriott, Renaissance, Courtyard, Residence Inn, Fairfield and SpringHill Suites

Hilton (1-800-774-1500) <http://www.hiltonworldwide.com/>

Including: Hilton, Doubletree, Embassy Suites, Hampton Inn, Hampton Inn and Suites and Homewood Suites.

Radisson (1-888-201-1718) <http://www.radisson.com/>

Days Inn (1-800-446-4656) <http://www.daysinn.com/>

Howard Johnson (1-800-446-4656) <http://www.hojo.com/>

LaQuinta Inns (1-800-531-5900) <http://www.laquinta.com/>

#### **TRAVEL REIMBURSEMENT PROCESS OVERVIEW.** Most likely, after-the-fact.

- (1) Evac Travel Orders issued – lists evac time period, safe haven, all eligible dependents.
- (2) Draw Advance Travel – Once orders issued, travel advances can be drawn.
- (3) Complete travel – Complete Travel Claim to liquidate travel expenses & travel advances.
  - Once evacuation orders are issued, active duty members and employees are authorized to use their Government Travel Charge Card (GTCC) to pay all lodging/meal expenses. Remember the standard:  
*Have travel orders – use of GTCC authorized; No orders – GTCC is NOT authorized.*

## References

- A. Chapter 6, Joint Federal Travel Regulations (JFTR)
- B. Paragraph U4125, JFTR
- C. 5 CFR 550.401-408

## Resources

- Evacuation Entitlement Assistance, Commandant (G-WPM-2)—(202) 267-1652
- Per Diem Rates for Safe Haven (state, city, county) on the Internet at <http://www.dtic.mil/perdiem>, or by calling HRSIC Topeka (TVL)
- Processing Evacuation Travel Claims, HRSIC (TVL)
- Points of contact for evacuation policy and procedural related inquiries:

**Military**...COMDT (G-WPM-2)...202-267-2247

**Civilian**...COMDT (G-WPC-1)...202-267-1717

**Reserve**...COMDT (G-WTR-1)...202-267-0564

**Funding**...COMDT (G-CFM-2)...202-267-2749

## Funding Issues

Evacuation entitlements apply only to dependents, per reference (a), and COMDT (G-CFM-2) will reimburse dependent travel expenses. COMDT (G-CFM) will not issue travel order numbers (TONO). Instead area, district and MLC units will provide travel order guidance to affected units, funding all entitlements for dependents from their AFC-30 accounts.

**For active duty personnel:** If considered necessary by the order issuing official, any active duty member ordered to vacate their permanent duty station (PDS) will be issued doc-type 11 TONO/acct (TDY) travel orders. Units will fund travel expenses for their active duty personnel under TDY orders out of their own AFC-30 account. Note that an active duty member is not entitled to any per diem for travel or TDY performed within the local area of the PDS.

**For civilian employees and their dependents:** Per references (c) and (d), dependents of civilian employees are eligible for reimbursement of travel expenses due to an authorized evacuation. Like above, unit funds will reimburse employees for travel under TDY orders, while COMDT (G-CFM-2) will reimburse travel expenses for the dependents.

**Dependents of reservists recalled to active duty** are eligible for reimbursement of their travel expenses by COMDT (G-CFM-2) due to an authorized evacuation, provided dependents are located within the evacuation region. Dependents of reservists become ineligible for reimbursements for travel expenses associated with the evacuation once the reservist exits active duty and returns to a selected reserve (SELRES) or inactive ready reserve (IRR) status.

**Full Evacuation** defined – the authorized/ordered movement or departure of dependents from one area to another (both areas may be in the same city or each may be in a different city). Primarily used where geographic areas expect or suffer from extraordinary storm damage.

**Limited Evacuation** defined – the authorized/ordered movement of member's dependents from their residence to the nearest available accommodations which may be government

quarters. Used primarily for the temporary avoidance of severe weather (hurricanes, floods, ice storms, etc.).

### **Claiming Reimbursement:**

- Receipts for expenses of \$75.00 or greater are required.
- Receipts for lodging in **any amount** are required.
- Receipts for meals, food, misc., are not required in lieu of the “flat rate per diem” Provided for meals and incidental expenses (M&IE).

### **Processing Assistance:**

Should you need further assistance the PSC Claims Assistance Team can assist both order issuing activities and Coast Guard Travelers.

- Travel Claims Assistance Team (CAT's): (785) 339-2250
- CG Travelers calling from home: 1-888-872-4885 (1-888-USCG-TVL)

### **Coast Guard Mutual Assistance – Our Rep: CWO Linda Madson (843) 724-7637**

The purpose of this program is to provide financial assistance to members caught in emergency situations beyond their control. Emergency loans are generally authorized only in circumstances that would impose a serious financial or personal hardship on the applicant unless immediate assistance is granted to relieve the situation. Some examples that may qualify:

- Basic Maintenance (sudden financial loss which prevents person from maintaining his previous standard of living).
- Members stranded while traveling
- Transportation at Time of Illness
- Travel Assistance for Family Members
- Pay/Allotment Problems (where there is a pay error and “off-line” payment will not resolve the situation)

### **Who is eligible for the CGMA program?**

- Active Duty Members
- Retired Military Personnel
- Civilian Employees
- CGES Employees
- Selected Reserve Members
- Auxiliary Members
- USPHS Officers Serving with the Coast Guard
- Widows and Widowers of Deceased Active Duty or Retired Members

**Point of Contact for CGMA Loans:** 1-800-881-2462; <http://www.cgmahq.org/>; CG Mutual Assistance, 4200 Wilson Boulevard, Suite 610, Arlington, VA 22203-1804.

**Evacuate to Friends/Relatives/Elsewhere:**

Can you stay with friends or family instead of evacuating to a Coast Guard safe haven? Absolutely! If you evacuate to somewhere other than Atlanta, and stay in a hotel, you will be eligible for reimbursement for travel, meals, and lodging no higher than the Atlanta rate. If you stay at a private residence, you will be reimbursed for travel, meals and incidental expenses only.

If you evacuate from your home, which is **not** in a mandatory evacuation zone, you will not be entitled to any reimbursement by the Coast Guard. If a mandatory evacuation is ordered after you have already left, you will be entitled to travel and expenses performed for the duration of the evacuation order, up to the amount authorized for the Atlanta area.

**Evacuate to Local Shelters (Charleston/Berkeley/Dorchester County):**

If you cannot find transportation or do not wish to be too far away from your home during an evacuation, you may choose to evacuate to a local shelter if a mandatory evacuation is ordered. If you go to a local shelter, consider these tips:

- ❑ Remember to take along your disaster survival kit with food, water, and bedding. Don't forget entertainment for the kids. Medical care will not be available at most shelters, and don't forget to take all prescription drugs with you. If you anticipate a need for medical care, arrange to evacuate to a medical facility instead.
- ❑ Don't bring alcohol or weapons.
- ❑ Pets are not allowed at any shelter. Consider leaving your pet in an interior room of your home with plenty of food and water. Most animals in such situations follow their natural instincts and survive quite well.

List of South Carolina EVACUATION CENTERS/Emergency Shelters (Name and addresses):

<http://www.state.sc.us/emd/library/brochures/03hurricaneguide/shelters.html>

List of Georgia Emergency Shelters (Name and addresses)

<http://www.gema.state.ga.us/> - then click on PREPAREDNESS>Citizens and Georgia Residents>General disaster information>Shelter information

**AFTER THE HURRICANE PASSES:**

- Call your SUPERVISOR or the Coast Guard emergency information team at 1-800-872-4957, Ext. 307 for the latest information.

## *Hurricane Planning Tips*

### *YOUR FAMILY'S HURRICANE PLAN SHOULD INCLUDE:*

- Renter's insurance to cover personal belongings, regardless of whether you live on the economy or live in government owned or leased quarters. Coast Guard members living in government owned or leased quarters are restricted to a total government maximum settlement ceiling of \$40,000, based on depreciated replacement value. Renter's insurance with "replacement value" coverage is more likely to fully reimburse for damages in the event of a disaster. Insurance companies will not issue a new policy when a hurricane is threatening and some may not issue a new policy during hurricane season. Take care of your insurance needs early.
- A thorough property inventory (a videotape is excellent). Store with insurance and title papers in a safe place or send a copy to a relative out of the area. If you keep the copy with you, make sure when you evacuate, you take it with you.
- A "family disaster survival kit" ready to take with you if you evacuate. Include important papers, such as driver's licenses, special medical information and insurance policies. Provide a copy of your planned evacuation plan to family members outside the Miami area.
- Ensure your vehicle is operating properly. Authorities suggest keeping gas tanks at least  $\frac{3}{4}$  full at all times throughout the hurricane season.
- Sufficient cash on hand during the hurricane season - enough small bills for at least three days' worth of meals for your family (recommend at least \$200.00). In the event of a mandatory evacuation and you evacuate to the designated "safe haven", family members can receive additional cash from the personnel assistance team located at the designated "safe haven" to be announced if an evacuation order has been given by the district commander. Coast Guard employees with a government travel credit card can make cash withdrawals at an automated teller machine during an evacuation.
- Up-to-date prescriptions: maintain at least a two-week supply during hurricane season.
- Plans for pregnant women in their eighth month between June and November: register at the hospital where delivery is planned and inquire early to confirm plans on where to go, should delivery occur during a hurricane.
- Home preparation for evacuation: Store valuables/irreplaceable treasures in your empty appliances - washer, dryer, dishwasher, oven, and microwave. Put plastic bags over TVs, lamps, computers, etc. Pack clothes in plastic bags to keep them dry. Keep a set of tools with you during the storm. Fill new garbage cans with water to use for flushing, bathing, washing clothes, etc. Fill plastic gallon bottles with water and place in freezer. Pack freezer with newspaper and turn to lowest temperature. Clean out refrigerator of perishable items (dairy products, produce,

etc.). Line the tub with plastic sheeting or clean shower curtain, or caulk the drain with silicone caulking - it will hold water for weeks and cleans up easily when dry. Plan on three gallons per person per day for all uses.

- Watch the news and prepare
- Get instructions from your unit
- Make sure you have important phone numbers, including the emergency information team (EIT) (1-800-872-4957, Ext. 307)
- Arrange for a friend or relative outside the Charleston area to be your point of contact for information about your family. Give your spouse the number. Have a long distance calling card to stay in touch with your point of contact.
- Follow evacuation instructions, if any, for your area
- Check with the EIT if you need info and CG evacuation sites, ensure your supervisor or the EIT know if you intend to evacuate or not
- If evacuating, daily call your supervisor or the EIT to report evacuating location, phone number and intentions, instructions, seek CG assistance if needed, and any help with special needs (medical, shelter, emergency transportation etc).
- After the storm passage, as soon as it is safe to do so, call your unit supervisor or the EIT to report that your safe or extent of damages and availability to report for duty; get return to work instructions, get information on deployed CG units & people.
- Call the Coast Guard EIT at 1-800-872-4957, Ext. 307 for the latest information.

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### Watch the Weather

Keeping informed during a storm is extremely important. It will enable you to prepare for and react to the storm – before, during and after. Listen to your local news and know the difference between a hurricane watch and warning.

- **Hurricane Watch:** A Hurricane Watch is issued when there is a threat of hurricane conditions within 24-36 hours.
- **Hurricane Warning:** A Hurricane Warning is issued when hurricane conditions (winds of 74 miles per hour or greater or dangerously high water and rough seas) are imminent and expected in 24 hours or less.

## Sources of Weather and Information (local and at evacuation areas):

### South Carolina

#### South Carolina Television Channels:

##### Charleston

WCIV—Channel 4 – ABC <http://www.abcnews4.com/>  
WCBD —Channel 2 —NBC <http://www.wcbd.com/>  
WTAT—Channel 24—FOX <http://www.wtat24.com/>  
WCSC—Channel 5—CBS <http://www.wscs.com/>

##### Myrtle Beach

WFXB—Channel 43—FOX <http://wfxb.com/>  
WPDE—Channel 15—ABC <http://www.wpdetv.com/>

##### Greenville/Spartanburg

WSPA—Channel 7—CBS <http://www.wspa.com/>  
WHNS—Channel 21—FOX <http://www.fox21.com/>  
WYFF—Channel 4—NBC <http://www.thecarolinachannel.com/>  
WLOS—Channel 13—ABC <http://www.wlos.com/>

#### South Carolina Radio Stations:

##### Charleston

WALC 100.5 FM <a href="http://www.alicefm.com/">http://www.alicefm.com/</a>	WYFH 90.7 FM <a href="http://www.bbnradio.org/">http://www.bbnradio.org/</a>
WSCC 730 AM <a href="http://www.730wsc.com/">http://www.730wsc.com/</a>	WAVF 96.1 FM <a href="http://www.96wave.com/">http://www.96wave.com/</a>
WSSX 95.1 FM <a href="http://www.95sx.com/">http://www.95sx.com/</a>	WSUY 96.9 FM <a href="http://www.sunny969.com/">http://www.sunny969.com/</a>
WRFQ 104.5FM <a href="http://www.q1045.com/">http://www.q1045.com/</a>	WCSQ 92.5 FM <a href="http://www.coast925.com/">http://www.coast925.com/</a>

##### Greenville/Spartanburg

WESC 92.5 FM <a href="http://www.wescfm.com/">http://www.wescfm.com/</a>	WROQ 101.1 FM <a href="http://www.wroq.com/">http://www.wroq.com/</a>
WSPA 98.9 FM <a href="http://www.magic989online.com">http://www.magic989online.com</a>	WSSL 100.5 FM <a href="http://www.wsslfm.com/">http://www.wsslfm.com/</a>
WKDY 1400 AM <a href="http://www.wkdy1400.com/">http://www.wkdy1400.com/</a>	WPLS 96.7 FM <a href="http://www-student.furman.edu">www-student.furman.edu</a>

##### Myrtle Beach

WKZQ 101.7 FM <a href="http://www.wkzq.net/">http://www.wkzq.net/</a>	WMIR 1200 AM <a href="http://www.izoe.com/">http://www.izoe.com/</a>
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### Georgia

#### Georgia Television Channels:

##### Savannah

WJCL—Channel 22—ABC <http://www.wjd.com/>  
WSAV—Channel 3—NBC <http://www.wsav.com/>  
WTOC—Channel 11—CBS <http://www.wtoctv.com/>

Atlanta

WAGA —Channel 5—FOX <http://www.fox5atlanta.com/>

WGCL—Channel 46—CBS <http://wgcltv.com/>

WXIA—Channel 11—NBC <http://www.11alive.com/>

WSB—Channel 2—ABC <http://www.wsbtv.com/>

**Georgia Radio Stations:**

Savannah

WBMQ 630 AM <http://www.wbmq.com/>

WIXV 95.5 FM <http://www.rockofsavannah.com/>

WSVH 91.1 FM Public Radio <http://www.wsvh.org/>

WZAT 102.1 FM <http://www.wzat.com/>

Atlanta

WSB 750 AM <http://www.wsbradio.com/>

WSTR 94.1 FM <http://www.star94.com/>

WGST 640 AM <http://www.wgst.com/>

WNNX 99.7 FM <http://www.99x.com/>

WKHX 101.5 FM <http://www.wkhx.com/>

WFSH 104.7 FM <http://www.thefishatlanta.com/>

WABE 90.1 FM Public Radio <http://www.wabe.org/>

WKLS 96.1 FM <http://www.96rock.com/>

WFOX 97.1 FM <http://www.971jamz.com/>

**General Information/Weather/Government Sites**

Hurricane Hunter <http://www.hurricanehunter.com/>

Weather Channel <http://www.weather.com/>

National Hurricane Center <http://www.nhc.noaa.gov/>

National Weather Service <http://www.nws.noaa.gov/>

South Carolina Emergency Management Division <http://www.state.sc.us/emd>

Georgia Emergency Management Agency (GEMA) [www2.state.ga.us/GEMA](http://www2.state.ga.us/GEMA)

SC Traffic Information <http://www.sctraffic.org/> (evacuation information, including lane reversals)

United States Coast Guard <http://www.uscg.mil/>

United States Coast Guard Reserve <http://www.uscg.mil/reserve>

Charleston, SC Red Cross <http://www.lowcountryredcross.org/>

Savannah, GA Red Cross <http://www.savannahredcross.org/>

Myrtle Beach, SC Red Cross <http://www.horrycountyredcross.org/>

Greenville, SC Red Cross <http://www.chapters.redcross.org/sc/upstate>

Atlanta, GA Red Cross <http://www.redcrossatlanta.org/>

United States Coast Guard District 7 <http://www.uscg.mil/D7>



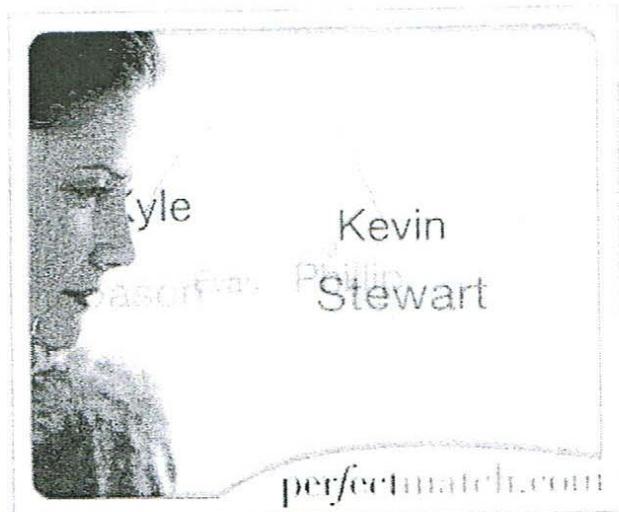
Send To Printer [Back To Directions](#)

**Start:** 196 Tradd St  
Charleston, SC  
29401-1800 US

**End:** **Hawthorn Suites** 770-761-9155  
1659 Centennial Olympic Pkwy  
Conyers, GA  
30013 US

**Distance:** 302.09 miles

**Total Estimated Time:** 5 hours, 10 minutes



Directions	Distance
1. Start out going East on TRADD ST toward S BATTERY ST.	0.1 miles
2. Turn LEFT onto ASHLEY AVE.	1.3 miles
3. Turn RIGHT onto US-17 N/SEPTIMA CLARK EXWY.	0.5 miles
4. Merge onto I-26 W via the ramp- on the left- toward US-52/NORTH CHARLESTON/US-78/COLUMBIA.	111.0 miles
5. Take the US-378 exit- exit number 110- toward WEST COLUMBIA/LEXINGTON.	0.2 miles
6. Turn LEFT onto US-378 E/SUNSET BLVD.	2.4 miles
7. Merge onto I-20 W.	180.7 miles
8. Take the GA-20/GA-138 exit- exit number 82- toward CONYERS.	0.2 miles
9. Turn RIGHT onto WALNUT GROVE RD.	3.6 miles
10. Turn RIGHT onto CENTENNIAL OLYMPIC PKWY NE.	1.2 miles
11. Make a U-TURN onto CENTENNIAL OLYMPIC PKWY NE.	0.5 miles
<b>End at Hawthorn Suites 770-761-9155</b> <b>1659 Centennial Olympic Pkwy, Conyers, GA 30013 US</b>	



**QUICK SEARCH**  
Find a La Quinta

**STATE**

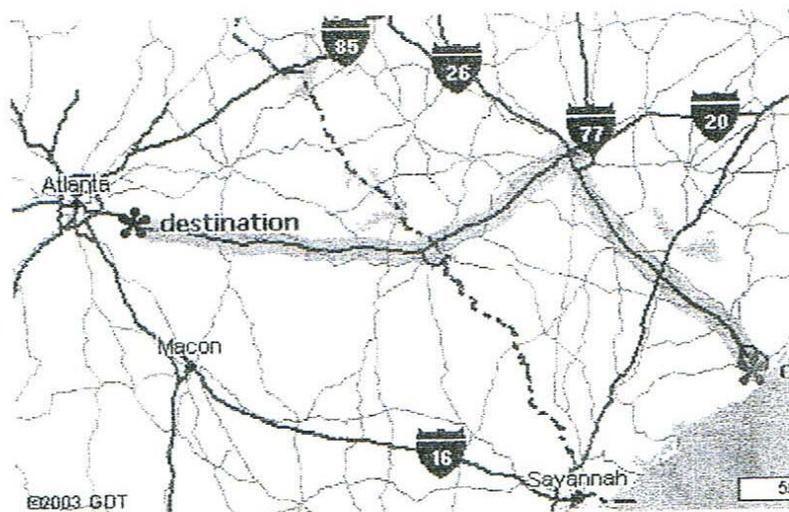
[HOME](#) [RESERVATIONS](#) [LA QUINTA RETURNS](#) [COOL SAVINGS](#) [WHAT'S NEW](#) [CONTACT US](#)

[Book](#) [View](#) [Change](#) [Cancel](#) | [Questions?](#) [Online Privacy](#) [Groups & Tours](#)

<b>PROPERTY OVERVIEW</b>
About This Hotel
Meeting Facilities
<b>Driving Directions</b>
Surrounding Area
Photo Gallery
Hotel Location Map

[← BACK TO HOTEL LIST](#)  
[RESERVE THIS HOTEL →](#)

**DRIVING DIRECTIONS**



From: \_\_\_\_\_

To: \_\_\_\_\_

196 Tradd St  
Charleston, SC 29401-1800

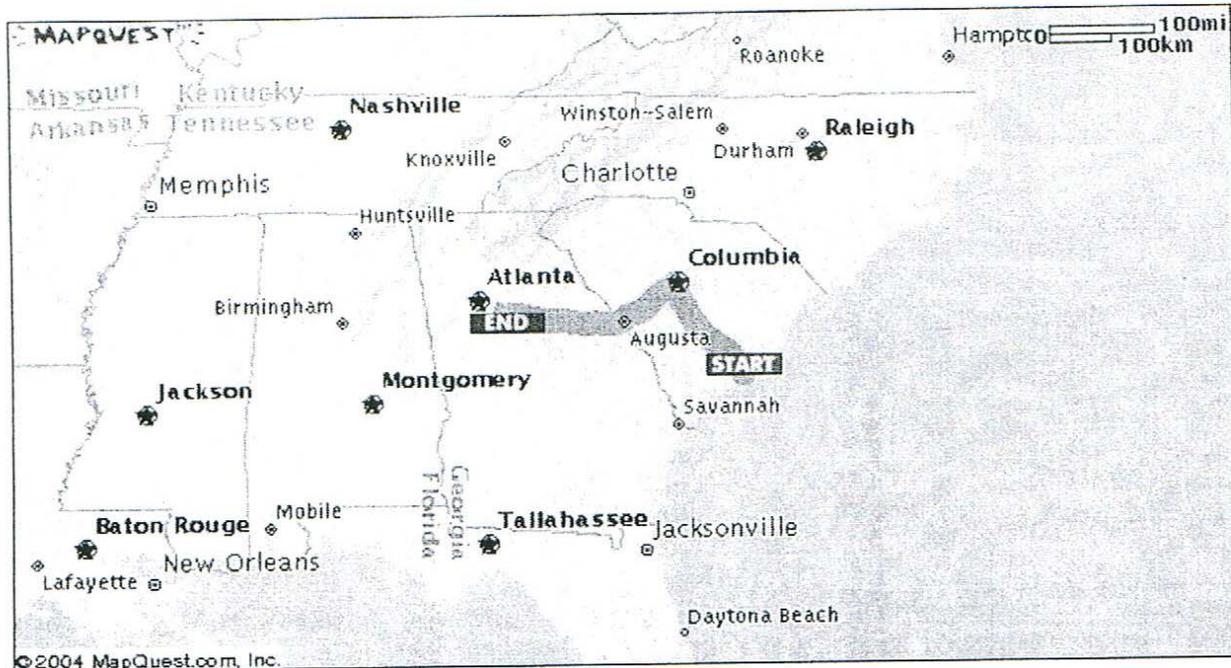
La Quinta Inn and Suites  
Atlanta Conyers  
1184 Dogwood Dr.  
Conyers, Georgia, 30012  
(770) 918-0092

**Estimated travel time:** \_\_\_\_\_

5 hours 2 minutes for 299.92 miles of travel.

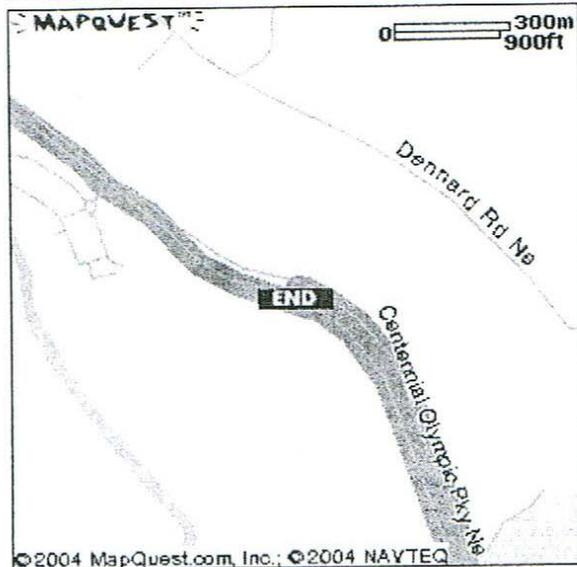
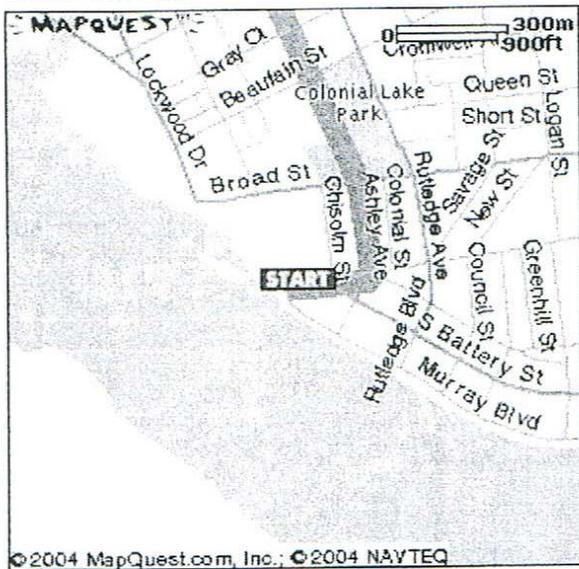
**DRIVING STEPS**

1. Begin on **Tradd St** and go 500 feet
2. Turn left on **Ashley Ave** and go 1.4 miles
3. Turn right on **US-17,Septima Clark Expy** and go 0.5 miles
4. Turn left on ramp and go 800 feet
5. Continue on **I-26** and go 114 miles
6. Exit **I-26** via ramp at sign reading "Exit 107A I-20 W to **Augusta**" and go 0.3 m
7. Bear right on **I-20** and go 183 miles
8. Exit **I-20** via ramp at sign reading "Exit 82 GA-20 / GA-138 to **Conyers**" and go
9. Turn right on **GA-138,GA-138 SE,Walnut Grove Rd,GA-20** at sign reading "G 138 E to **Conyers / Monroe**" and go 500 feet
10. Turn left on **Dogwood Dr SE** and go 600 feet



**Start:**  
 196 Tradd St  
 Charleston, SC  
 29401-1800 US

**End:**  
**Hawthorn Suites** 770-761-9155  
 1659 Centennial Olympic Pkwy  
 Conyers, GA  
 30013 US



**Notes:**  
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FM CCGDSEVEN MIAMI FL//DCS//  
TO ALLCOGARDSEVEN  
INFO COMCOGARD MLC LANT NORFOLK VA//PM//  
COMDT COGARD WASHINGTON DC//WPM-4//  
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ALLCOGARDSEVEN 027/03

SUBJ: HURRICANE EVACUATION POLICY

- A. CCGD SEVEN OPLAN 9770-95
- B. COGARD HRSIC TOPEKA KS 271334Z APR 99
- C. JOINT FEDERAL TRAVEL REGULATIONS (JFTR)

1. THIS MESSAGE SETS FORTH D7 HURRICANE EVACUATION POLICY, PROCEDURES, AND PREDESIGNATED SAFE HAVEN SITES WITHIN THE D7 AOR. ADDITIONALLY, THIS MESSAGE PROMULGATES HURRICANE EVACUATION ENTITLEMENT GUIDANCE FOR CG MILITARY AND CIVILIAN EMPLOYEES, AS WELL AS THEIR DEPENDENTS, AND OUTLINES THE FUNCTION OF THE HURRICANE EVACUATION ASSISTANCE TEAM (HEAT) AND THE POST-STORM HURRICANE ASSISTANCE TEAM (HAT).

2. EVACUATION POLICY AND PROCEDURES:

2. EVACUATION POLICY AND PROCEDURES:

A. ORDERING AUTHORITY: IN GENERAL, ONLY THE DISTRICT COMMANDER OR HIGHER CG/DHS AUTHORITY MAY ORDER EVACUATION OF DEPENDENTS FOR THE PURPOSE OF AUTHORIZING ENTITLEMENTS.

(1) OUT-CONUS: FOR PERMANENT PARTY OPBAT MEMBERS AND OUT-CONUS CG LIAISON OFFICERS, THE ORDERING AUTHORITY IS THE STATE DEPARTMENT. IN THE ABSENCE OF STATE DEPARTMENT PRESENCE, THE SENIOR MILITARY COMMANDER IN-COUNTRY SERVES AS THE ORDERING AUTHORITY.

(2) DOD INSTALLATIONS: THE ORDERING AUTHORITY FOR CG FAMILIES RESIDING IN DOD HOUSING IS THE DOD INSTALLATION COMMANDER. CG FAMILIES IN DOD HOUSING SHALL EVACUATE WHEN ORDERED BY THE INSTALLATION COMMANDER. FOR EVACUATION ENTITLEMENTS, THE DOD COMMANDER ORDER WILL BE FOLLOWED BY A DISTRICT COMMANDER ORDER TO AUTHORIZE CG FAMILIES TO RECEIVE EVACUATION ENTITLEMENTS.

B. EVACUATION AUTHORIZATION ORDER PROCEDURES: ALL OF THE FOLLOWING CONDITIONS MUST BE MET BEFORE AN EVACUATION ORDER IS AUTHORIZED FOR ENTITLEMENT PURPOSES.

(1) A MANDATORY EVACUATION ORDER IS ISSUED BY CIVIL EMERGENCY AUTHORITIES OR DOD BASE COMMANDERS;

(2) LOCAL HOUSING AUTHORITIES (LHA) OR UNIT COMMANDING OFFICERS NOTIFY THE D7 CRISIS ACTION CENTER (CAC), AT 305-415-6793/94, OF THE MANDATORY CIVIL OR DOD EVACUATION ORDER; AND

(3) THE DISTRICT COMMANDER AUTHORIZES AN EVACUATION AND THE CAC SENDS AN EVACUATION AUTHORIZATION MESSAGE.

C. EVACUEE REPORTING-IN REQUIREMENT: EVACUEES ARE REQUIRED BY D7 POLICY TO REPORT THEIR EVACUATION INTENTIONS AND TO REPORT-IN DAILY TO THEIR SUPERVISORS OR TO THE EMERGENCY INFORMATION TEAM (EIT), 800-USCG-WLS, EXT D07 (800-872-4957, EXT 307). SUPERVISORS AND THE

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EIT WILL TRACK EVACUEE INFORMATION (LOCATION, PHONE NUMBER, UNIT, INTENTIONS, SPECIAL NEEDS) AND WILL PROVIDE INSTRUCTIONS OR STATUS UPDATES, AS NECESSARY.

3. PREDESIGNATED SAFE HAVEN SITES: THE ISC MIAMI AREA HOUSING OFFICER AND THE HURRICANE EVACUEE ASSIST TEAM (HEAT) WILL COORDINATE WITH THE LHA AND VISITOR BUREAUS IN ORLANDO, FL AND/OR ATLANTA, GA TO DETERMINE ROOM AVAILABILITY WITHIN THOSE COMMUNITIES AT THE TIME OF AN EVACUATION AFFECTING THE AOR. COMMANDER GROUP MAYPORT AS THE LHA WORKING IN CONCERT WITH AHO WILL ACTIVATE THE CAMP BLANDING SITE WHEN APPROPRIATE. EVACUATION SAFE HAVENS AND ORDERING LHA ARE LISTED BELOW BY GROUP AOR:

AOR	LHA	SAFE HAVEN
GREATER MIAMI	ISC MIAMI	ORLANDO/KISSIMMEE
KEY WEST	ISC MIAMI	ORLANDO/KISSIMMEE
ST PETERSBURG	A/S CLEARWATER	ORLANDO/KISSIMMEE
MAYPORT	GP MAYPORT	CAMP BLANDING FL
SAVANNAH	A/S SAVANN	ATLANTA, GA
CHARLESTON	GP CHARLESTON	ATLANTA, GA
GEORGETOWN, SC	GP CHARLESTON	GREENVILLE, SC
GANTSEC AOR	GANTSEC	SEE NOTE 1

NOTE 1: US VIRGIN ISLANDS EVACUATES TO BORINQUEN VIA C-130. GANTSEC AND AIRSTA BORINQUEN DO NOT EVACUATE.

4. EVACUATION SAFE HAVENS AND ENTITLEMENTS:

A. THE EVACUATION AUTHORIZATION ORDER ISSUED BY THE DISTRICT COMMANDER WILL SPECIFY THE AREAS TO BE EVACUATED AS WELL AS THE DESIGNATED SAFE HAVEN. CG ACTIVE DUTY, RESERVISTS ON ACTIVE DUTY, CIVILIAN EMPLOYEES AND ALL DEPENDENTS ARE ENCOURAGED TO MAKE THEIR OWN HOTEL RESERVATIONS AT THE SAFE HAVEN SITE AND BE PREPARED TO INCUR AT LEAST SEVERAL DAYS WORTH OF LODGING AND MEALS WITHOUT REIMBURSEMENT FROM EVACUATION ENTITLEMENTS. ONCE AN EVACUATION ORDER HAS BEEN ISSUED BY THE DISTRICT COMMANDER, MEMBERS HAVING GOVERNMENT TRAVEL CARDS MAY USE THEM TO SECURE LODGING. RESIDENTS =SECTION 02=====

IN MANDATORY EVACUATION AREAS WILL BE REIMBURSED ONLY TO THE EXTENT OF ROUND-TRIP TRAVEL FROM HOME TO A DESIGNATED SAFE HAVEN. SIMILARLY, FOOD AND LODGING COSTS WILL BE REIMBURSED ONLY AT THE PUBLISHED PER DIEM RATE FOR THE DESIGNATED SAFE HAVEN SITE FOR THE TIME THE EVACUATION ORDER IS IN EFFECT. COSTS INCURRED BEYOND THOSE MENTIONED ABOVE WILL NOT BE REIMBURSED.

B. VOLUNTARY EVACUATION: WHILE THE DISTRICT COMMANDER'S EVACUATION ORDER WILL NORMALLY BE ISSUED ONLY AFTER MANDATORY EVACUATION AREAS ARE ESTABLISHED, DEPENDENTS AND NON-ESSENTIAL CG EMPLOYEES, WITH ARE ESTABLISHED, DEPENDENTS AND NON-ESSENTIAL CG EMPLOYEES, WITH THE CONCURRENCE OF THEIR COMMANDS, MAY CHOOSE TO EVACUATE PRIOR TO THE ISSUANCE OF THE ORDER. THOSE WHO CHOOSE TO VOLUNTARILY EVACUATE THEIR HOMES IN ADVANCE OF A HURRICANE WILL BE ELIGIBLE FOR REIMBURSEMENT ONLY FOR ENTITLEMENTS AUTHORIZED DURING THE PERIOD OF TIME THAT A CG EVACUATION ORDER IS IN EFFECT FOR THE AREA IN WHICH

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THEIR HOME IS LOCATED.

5. ACCOUNTING FOR EVACUATION ENTITLEMENTS:

A. ENTITLEMENTS BEGIN WHEN EVACUATION ORDERS ARE ISSUED AND WILL CEASE WHEN EVACUEES RETURN TO HABITABLE DWELLINGS AT, OR NEAR, THEIR DUTY STATION AND WHEN THE DISTRICT COMMANDER ISSUES A TERMINATION ORDER. ORDERS FOR DEPENDENTS AND TAD ORDERS FOR MEMBERS WILL BE PREPARED AFTER STORM PASSAGE.

B. DEPENDENT TONO WILL UTILIZE THE D7 ACCOUNTING STRING: 2/7/301/107/30/0/CP; COST CENTER 79872; OBJECT CODE 2107. THE DOC ID# WILL BE ASSIGNED BY ISC MIAMI (PS), THE HURRICANE EVACUEE ASSIST TEAM OR THE HURRICANE ASSISTANCE TEAM (POST-STORM). WHEN ASSIST TEAM OR THE HURRICANE ASSISTANCE TEAM (POST-STORM). WHEN THE HURRICANE EVACUATION ASSISTANCE TEAM OR THE HURRICANE ASSISTANCE TEAM ISSUES ORDERS FOR DEPENDENTS, THE D7 ACCOUNTING STRING AND COST CENTER 78972 WILL BE UTILIZED WITH THE DOC ID# BEING ASSIGNED BY ISC MIAMI.

C. ACTIVE DUTY PERSONNEL, RESERVISTS ON ACTIVE DUTY, AND CIVILIAN EMPLOYEES WILL BE ISSUED TAD ORDERS UTILIZING THE SAME ACCOUNTING STRING ABOVE. THE DOC ID# WILL BE ASSIGNED BY THE UNIT EXCEPT WHEN CIRCUMSTANCES DICTATE THAT THE HURRICANE EVACUATION ASSISTANCE TEAM OR THE HURRICANE ASSISTANCE TEAM PREPARES THE ORDERS UTILIZING A BLOCK OF NUMBERS PROVIDED BY D7(RF).  
BLOCK OF NUMBERS PROVIDED BY D7(RF).

D. PER DIEM WILL BE PAID REGARDLESS OF WHETHER OR NOT MEMBERS CHOOSE TO USE A CG SELECTED SAFE HAVEN. HOWEVER, MEMBERS WILL NOT BE PAID BEYOND THE PUBLISHED PER DIEM RATE FOR THE CG-SELECTED SAFE HAVEN. IN ALL SITUATIONS, EVACUEES WILL BE REQUIRED TO PROVIDE DETAILED RECEIPTS FOR LODGING IN ORDER TO RECEIVE LODGING EXPENSES REIMBURSEMENT.

6. PETS ARE NOT ALLOWED ON COAST GUARD AIRCRAFT, IN COMMUNITY SHELTERS OR DOD INSTALLATIONS. MEMBERS MUST MAKE ALTERNATE PLANS FOR THEIR PETS.

7. EVACUATIONS MAY BE ORDERED BEFORE AND, IN RARE CIRCUMSTANCES, AFTER A HURRICANE. POST-STORM EVACUATIONS MAY BE ORDERED WHEN CONDITIONS ARE SUCH THAT PEOPLE CANNOT RETURN TO SAFE AND HABITABLE DWELLINGS IN A REASONABLE PERIOD OF TIME.

8. HURRICANE EVACUEE ASSISTANCE TEAM (HEAT): THIS TEAM WILL BE SENT TO THE DESIGNATED SAFE HAVEN SITE TO ASSIST EVACUEES. ASSISTANCE INCLUDES WORKING WITH DEPENDENTS AND CG MEMBERS WHO ARE HAVING DIFFICULTY IN LOCATING LODGING IN THE DESIGNATED SAFE HAVEN. THE TEAM WILL BE LOCATED IN A CONFERENCE ROOM AT A LOCAL HOTEL WITHIN THE SAFE HAVEN SITE AND/OR SURROUNDING METROPOLITAN AREAS. LOCATION AND TIME OF ARRIVAL WILL BE RELEASED WHEN AN EVACUATION ORDER IS GIVEN.

9. HURRICANE ASSIST TEAM (HAT): THE HAT WILL STAND UP WHEN ORDERED BY THE D7 CAC FOR POST-HURRICANE RECOVERY. THE TEAM WILL ASSESS HOUSING OCCUPIED BY CG PERSONNEL, IDENTIFY DAMAGE TO GOVT-OWNED/LEASED HOUSING, NEGOTIATE REPAIRS WITH LESSORS, RELOCATE

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Wiebler, Howard CWO/ESUMIAMI

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AFFECTED FAMILIES, DISTRIBUTE INFORMATION TO RETURNING RESIDENTS, PROCESS HOUSEHOLD GOODS DAMAGE CLAIMS FOR MEMBERS IN GOVT HOUSING, PREPARE ORDERS, ASSIST IN TRAVEL CLAIM SUBMISSION, PROVIDE CASH ADVANCES, PROCESS CG MUTUAL ASSISTANCE APPLICATIONS, AND PROVIDE WORK-LIFE SUPPORT.

10. POC: JEANNE KOONTZ (HAT LEADER) AT 305-535-4571 OR CWO PERCY IVEY (HEAT LEADER) AT 305-535-4591. MORE INFORMATION CAN ALSO BE OBTAINED AT THE D7 WEBSITE:

[HTTP://WWW.USCG.MIL/D7/D7O/OPX/OPERATIONS/D7P&E.HTM](http://WWW.USCG.MIL/D7/D7O/OPX/OPERATIONS/D7P&E.HTM), OR THE ISC MIAMI WEBSITE: [HTTP://CGWEB.LANT.USCG.MIL/ISCMAMI/HURRICANES.HTM](http://CGWEB.LANT.USCG.MIL/ISCMAMI/HURRICANES.HTM)

11. THIS IS A D7/ISC MIAMI COORDINATED MSG.

12. CAPT F.M. ROSA, JR., D7 CHIEF OF STAFF, SENDS.

#0529

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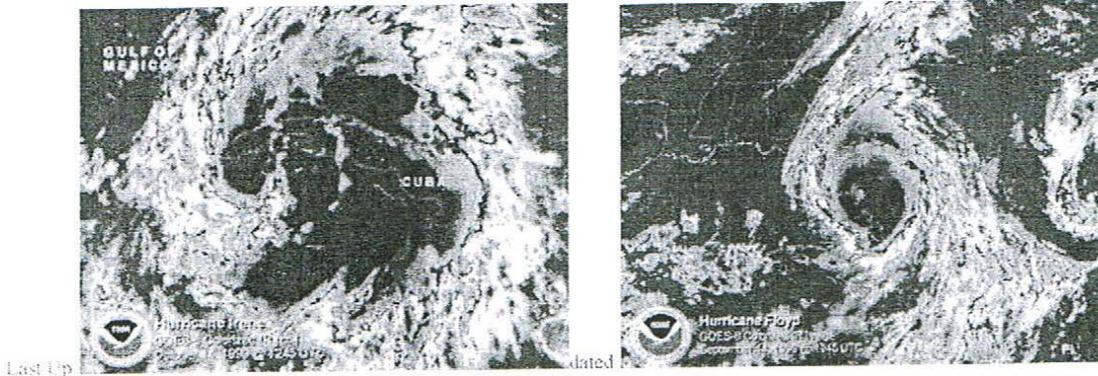
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**INTEGRATED SUPPORT COMMAND MIAMI**

Last Updated 24 July, 2003  
 100 MacArthur Causeway, Miami Beach, FL 33139-5101  
 305-535-4498

# Hurricanes: What 2 Do



<b><u>Instructions/Plans</u></b>	<b><u>General Information</u></b>	<b><u>Hurricane Tracking Sites</u></b>
<b><u>Hurricane Plan</u></b>	<b><u>Evacuation Form</u></b>	<b><u>Tracking</u></b>
<b><u>Hurricane Plan Letter to Families</u></b>	<b><u>Emergency Information Team</u></b>	<b><u>Kids Site</u></b>
<b><u>MLC Disaster Support Plan</u></b>	<b><u>Involuntary Recall of Reservists</u></b>	<b><u>Sun-Sentinel</u></b>
<b><u>Hurricane Watch Bill 2003</u></b>	<b><u>Evacuation Policy</u></b>	<b><u>Weather Information</u></b>

## Inside F Y I Topics:

- a. Storm Preparedness
- b. Reserve Mobilization

## STORM PREPAREDNESS

### BEFORE THE STORM

#### DISASTER CAN STRIKE ANYTIME, ANYWHERE!

This year's hurricane season is upon us. It is up to you to prepare your homes, property, children and pets in the event of a hurricane evacuation. Do you know where to go? What to keep stored? Which routes to take in event of an evacuation?

#### Phase One:

Create a Family Action Plan. Keep in mind your basic needs. Ensure you have an adequate storage of food, water, clothing and emergency supplies (first aid kit, flashlights, etc.) Think extra cash, transportation, food, clothing, and arrange shelter before you evacuate.

#### Phase Two:

During the hurricane, you may experience electricity and telephone outages, and have contaminated water or no water and no access to any roads. Expect damage and major delays in all public service areas. Worst scenario: How and where do we seek shelter if our home is destroyed?

#### WATCH THE WEATHER!

Keeping informed during a storm is extremely important. It will enable you to prepare for and react to the storm -- before, during and after. Listen to your local news and know the difference between a hurricane watch and a warning.

#### Hurricane Watch:

A Hurricane Watch is issued when there is a threat of hurricane conditions within 24-36 hours.

#### Hurricane Warning:

A Hurricane Warning is issued when hurricane conditions (winds of 74 miles per hour or greater or dangerously high water and rough seas) are imminent and expected in 24 hours or less.

Before the start of a hurricane, certain basic items must be set aside. These are:

- Get Cash ... don't wait until the last minute (go early!)
- Emergency supplies. (First aid kit, clothes, water, etc.)
- Flashlight (in working order)
- Car fueled at least to ¾ of the tank at all times.
- A battery operated radio or TV
- Know your evacuation route and have a plan in case your family gets separated (meeting location)

#### DAMAGE PREVENTION MEASURES.

Investing in a few preventive steps now on your home will help reduce the impact of hurricane damage on them for the future. Such steps as the installation of shutters on every window and the strengthening of unreinforced masonry walls will help to reduce any major damage to your home. For more information on other possible steps, contact your local emergency management office.

### If you don't have a Storm Plan These web sites will help you.

#### Evacuation, Shelters, and Pet Web-sites:

[www.scan21.com/hurricanemain.html](http://www.scan21.com/hurricanemain.html)

[www.scan21.com/selectcounty.html](http://www.scan21.com/selectcounty.html)

[www.fema.gov/fema/petsf.htm](http://www.fema.gov/fema/petsf.htm)

#### American Red Cross:

Charleston, SC ..... (843) 744-8021

Georgetown, SC ..... (843) 546-5422

Savannah, GA ..... (912) 651-5300 ext. 1

#### GA/SC AREA PET FRIENDLY HOTELS

[www.charlestoncounty.org/Departments//EPD/Animal](http://www.charlestoncounty.org/Departments//EPD/Animal)

[www.petbynet.com/services/hotels](http://www.petbynet.com/services/hotels)

### DURING THE STORM

A storm reported as a hurricane threat is a signal to prepare your home. If it is a warning take the following precautions:

- Monitor a battery-operated radio or television for hurricane progress reports.

# STORM PREPAREDNESS

Coast Guard Group Charleston

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196 Tradd St., Charleston, SC 29401 Admin: 843-724-7624

- Outdoor objects, such as lawn furniture, toys, and garden tools should be brought in and stored. Other moveable objects that cannot be stored should be anchored down securely.
- Close all windows and board them up. Remove outside antennas.
- Turn refrigerator and freezer to coldest settings. Open only when absolutely necessary and close quickly.
- Store drinking water in clean bathtubs, jugs, and bottles.
- Review evacuation plan.
- VIDEO TAPE your property and home (inside and out); for post-storm insurance home/property claims
- Moor boats securely or move them to a trailer. Use tie-downs to anchor trailer to the ground or house.

**REMEMBER!** When a hurricane watch begins you have only 24 hours to prepare and evacuate if necessary.

- Monitor a battery-operated radio or television for official instructions.
- If in mobile home, check tie-downs and evacuate immediately.
- Place valuable documents in a waterproof container and on the highest level of your home.
- Avoid elevators.

#### If at home during the hurricane:

- Stay inside, away from windows, skylights, and glass doors.
- Keep a supply of flashlights and extra batteries handy. Avoid using open flames, such as candles and kerosene lamps, as a source of light.
- If power is lost, turn off major appliances to reduce power "surge" when electricity is restored.

#### If officials indicate evacuation:

- Leave as soon as possible. I-26 and other major roads get clogged if you wait. Avoid flooded roads and watch for washed-out bridges.
- Secure your home by unplugging appliances and turning off electricity and the main water valve.
- Tell someone outside of the storm area where you are going.
- If time permits, and you live in an identified surge zone, elevate furniture to protect it from flooding or better yet, move it to a higher floor.
- Bring pre-assembled emergency supplies and warm protective clothing. Take blankets and sleeping bags to shelter.
- Lock-up homes and leave the area.

#### FEMA - FEDERAL EMERGENCY MANAGEMENT AGENCY

**Mission:** To reduce loss of life and property and protect our nation's critical infrastructure from all types of hazards through a comprehensive, risk-based, emergency management program of mitigation to reduce the loss of life and property and protect our nation's critical, preparedness, response and recovery. For more information on prevention and after hurricane help guide log on to: [www.fema.gov](http://www.fema.gov)

#### Coast Guard Evacuation Activities:

You are encouraged to COMPLY with military or civil ordered evacuations. However, the decision to evacuate is ultimately yours. Following emergency plans, Coast Guard Units and their dependents will normally be evacuated to the unit's designated safe haven (Charleston's safe haven is designated as Atlanta, GA).

It is the Coast Guard's policy to reimburse members for the cost of relocating themselves and their families only when the Seventh District Commander orders an evacuation. It is important to understand that civil authorities OR local DoD Military Commanders may recommend or order an evacuation and the District Commander may not. Our entitlement allowances are only authorized when the District Commander orders an evacuation (no authorization, no entitlement).

The following classes of personnel are eligible for the evacuation entitlements in the event one is authorized.

- Active duty personnel (includes reserves currently performing active duty for 30 days or more).
- Civilian employees; AND
- Dependents of Active Duty and Civilian Employees (as validated on the Emergency Evacuation Personnel Information Form).

#### Coast Guard Designated Safe Havens.

A pre-planned designated locality where reimbursement and evacuation entitlements will be based.

- (a) Charleston Area Units: Atlanta, GA
- (b) Savannah Area Units: Atlanta, GA
- (c) Georgetown Area Units: Greenville, SC

#### Travel Reimbursement Information:

If time allows, you may be issued travel orders. However, it is likely that travel orders and other administrative items such as this will be provided after the hurricane. You should NOT expect advance payment of entitlements. You should be prepared to bear the initial expenses you incur in an evacuation, such as food and lodging. If your area is hit and sustains great damage, expect some help. Certain relief teams will be formed. Among other teams, a 7th District Hurricane Action Team will standup and administer personnel relief processes, i.e., such as travel orders, cash advances, and claim preparation. For travel reimbursement information visit HRSIC travel web page: [www.uscg.mil/hq/hrsic/travel.htm](http://www.uscg.mil/hq/hrsic/travel.htm)

## AFTER THE STORM

### STAY TUNED TO THE LOCAL RADIO OR TV

Help any injured or trapped persons. Give first aid where appropriate. Do not move seriously injured persons unless they are in immediate danger of further injury. Call for help.

**Return home only after authorities advise that it is safe to do so.**

# STORM PREPAREDNESS

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- Avoid loose or dangling power lines and report them immediately to the Power Company, police, or fire department.
- Enter your home with caution.
- Beware of snakes, insects, and animals driven to higher ground by floodwater.
- Open windows and all doors to ventilate and dry your home out.
- Check refrigerated foods for spoilage.
- Take pictures for the damage, both to the house and its contents and for any insurance claims.

Drive only if absolutely necessary and avoid flooded roads and washed-out bridges. Use telephone only for emergency calls.

## INSPECTING UTILITIES IN A DAMAGED HOME

Check for gas leaks -- if you smell gas or hear blowing or hissing noise, open a window and quickly leave the building. Turn off the gas at the outside main valve if you can. Call the Gas Company from a neighbor's home. If you turn off the gas for any reason, a professional must turn it back on.

Look for electrical system damage--If you see sparks or broken or frayed wires or if you smell burning materials turn off the electricity at the main fuse box or circuit breaker. **DO NOT** step in water to get to the fuse box or circuit breaker, call an electrician for advice.

Check for sewage and water -line damages, If you suspect sewage lines are damaged avoid using the toilets, and call the plumber. If water pipes are damaged, contact the water -company and avoid the water from the tap. You can obtain safe water by melting ice cubes.

**Be sure to keep all receipts incurred for home repairs for your insurance adjustments!**

## RESERVE MOBILIZATION

In the event of a hurricane, an involuntary Reserve mobilization MAY be ordered to recall reservists for the emergency.

If the hurricane hits directly our Area, all active duty Coast Guard personnel will be involved in responding to emergencies. When contacted, all Reservists who can **voluntarily respond at a moments notice** to the emergency, are requested to do so. In this way, they can back-fill active duty personnel who have been shifted away for the storm. Those Reservists should report to contingency locations, or their own IDT sites.

Reservists who cannot voluntarily immediately assist will be contacted and told where to report.

If the hurricane hits in another part of the AOR and your immediate community and will not be directly affected, you may still be required to assist and will be contacted.

Group Charleston ADMIN is contacting Reserves to create:  
~ A short list of reservists who will be able to assist us if a hurricane hits our immediate area; and  
~ A longer list of reservists who can respond and assist only if the hurricane hits another part of the AOR and your immediate community is not affected.

## NEW BENEFITS YOU SHOULD KNOW ABOUT

There is a new web site address available to you on the Internet. It covers all Coast Guard "**work-life**" information:

- ~ Adoption Reimbursement
- ~ Elderly Care
- ~ Food Service
- ~ Scholarships
- ~ Spouse Employment
- ~ Career Development
- ~ Housing Issues
- ~ Addiction Help
- ~ Family Advocacy
- ~ Relocation Assistance
- ~ Special Needs
- ~ Transition Assistance
- ~ CG Mutual Assistance
- ~ Education & Tuition

VISIT IT: <http://www.uscg.mil/hq/q-w/g-wk/wkw/index.htm>

### Family Matters

- Family Subsistence Supplemental Allowance (FSSA) – ALCOAST 223/01. To qualify, complete application form CG HRSIC 2075 at <http://www.uscg.mil/hq/hrsic>.
- Learn about the FOOD Stamp Program, <http://www.fns.usda.gov/fsp/>
- WIC program – Women, Infants and Children: <http://www.fns.usda.gov/wic/>
- Medical Benefits: <http://www.tricare.osd.mil/>  
<http://www.mytricare.com>