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March 8, 2004

CAPTAIN OF THE PORT ST. LOUIS POLICY LETTER 02-04

Subj: SECURITY AT MARINE EVENTS

Ref: (a) Title 33, Code of Federal Regulations (CFR), Part 101

1. PURPOSE. To ensure the coordination and communication of security measures for marine events on navigable waters located within the Captain of the Port (COTP) St. Louis zone.
2. POLICY. Applicants are required to submit a marine event permit application and an addendum no less than 135 days prior to the event if the applicant does not meet criteria specified in 33 CFR 100.15 (c), or 60 days prior to the event if the applicant does meet the criteria.

The event sponsor is responsible for ensuring appropriate security measures for the marine event are in place. Sponsors are encouraged to contact local authorities during the planning phase to ensure all aspects of security are considered. Furthermore, as described in reference (a) the Coast Guard has the authority to impose additional security requirements on vessels, structures, and facilities of any kind, located under, in, on or adjacent to waters subject to the jurisdiction of the U.S. Additional requirements that may be imposed by the U.S. Coast Guard include (but are not limited to) requiring:

- Additional waterside and shoreside monitoring
- Crowd control, and,
- Restrictions on the number of participants and vessels.

Therefore, it is important for event sponsors to understand that the approval of a permit requires joint effort and support among the event organizers, local authorities, and COTP St. Louis, who serves as the Coast Guard's Issuing Authority.

3. PROCESS.
 - a. The event sponsor is required to provide COTP St. Louis a description of security measures, which take into consideration and address the performance standards detailed in enclosure (1), for events that are expected to have:
 - i. More than 150 waterside participants, **OR**,
 - ii. A combination of over 500 shoreside and waterside participants.

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For events that **do not** meet these conditions, security measures are recommended and, if provided, should be detailed in the addendum to the marine event permit. A template (enclosure 2) may be used to describe security measures for the event.

- b. The COTP will use multiple internal and external sources to determine the level of security risk associated with each event. Sources include the national threat level, field intelligence, event characteristics, and proximity of national or regionally-significant.
 - c. Once the security risk assessment has been completed, the COTP will include any additional security measure requirements above what is submitted by the sponsor on the Marine Event Permit, if needed.
4. RESOURCES. Additional information concerning this policy can be directed to Chief Warrant Officer Franz Karnuth at (314) 539-3091 ext. 3209, or by e-mail at fkarnuth@cgstl.uscg.mil.

S. E. ENGLEBERT
Commander, U.S. Coast Guard
Captain of the Port

2 Enclosures

US Coast Guard
 Marine Safety Office St. Louis
 Security Performance Standards for Marine Events

		SECURITY PERFORMANCE STANDARD	
Capability Class	Capability Subclass	MARSEC 1	MARSEC 2 & 3
Security Communications	Between Event Organizer and Attendees	A capability for event organizers to publicly address event attendees.	No additional requirements.
	Between Event Organizer and LE Assets	A capability and written procedures for the event security to contact LE.	
	Between Event Organizer and Other Marine, or Shoreside, Event Within ½ Mile	A capability for contacting adjacent marine or shoreside events and a written list detailing other event(s) location, date, time, and security point of contact.	
	Between Event Organizer and Coast Guard COTP	Provide a point of contact that can receive and implement security directives as provided by the COTP.	
Suspicious Activity Monitoring <i>(See Notes*)</i>	Shoreside	For events with more than 150 shoreside participants, provide dedicated personnel to monitor the crowd. Recommend at least 2 personnel at each monitoring location to provide concurrent communication and continued surveillance capabilities. Monitoring locations should be sufficient in number to view event participants and various access points to the event.	Additional resources to monitor event. Recommend expanding the event monitoring perimeter and adding dedicated security personnel to access points and patrol area.
	Water Borne	For events with more than 150 waterside participants, provide dedicated personnel to monitor the vessel traffic and operations. Recommend at least 2 waterborne monitoring resources (motorized vessel with crew) to transit the area for oversight of the event. For larger crowds, or events extending over several river miles, additional waterborne resources should be considered.	

Crowd Control	Normal Operations	Provide procedures for orderly conduct of event participants (may include entry screening).	Procedures for limiting the number of attendees if required by the COTP.
	Evacuations	Procedures for safely and orderly conducting if required.	No additional requirements.

* Notes:

- Monitoring resources may have both safety/response and monitoring responsibilities.
- Monitoring may be conducted by unarmed personnel who are trained in communications and identification of suspicious activity.
- Monitoring personnel should be stationed, or patrolling in a manner, to oversee event participants' activities.
- Monitoring personnel should be trained professionals with access to communication equipment.

Template

This template is for guidance only and is not required for use. This template is derived from Captain of the Port St. Louis Policy Letter 02-04: "Security at Marine Events".

Name of Event: _____

1. Name, position, and phone number of person submitting this plan:

2. Security Communications.

2.1. Describe communications between event organizer and attendees:

2.2. Describe communications between event organizer and law enforcement resources:

2.3. Describe communications and coordination between event organizer and other marine or shoreside event(s) within ½ mile:

Other Event Name	Location	Date	Time	Security Point of Contact	Means to Contact (i.e. phone number, VHF)

(Attach additional pages if more room is needed.)

2.4. Provide a point of contact that can receive and implement security directives as provided by the COTP:

3. Suspicious Activity Monitoring.

	Locations	# Of Personnel	Organization	Communications
Description of shoreside monitoring for MARSEC 1				

This document may contain Security Sensitive Information when filled out.

	Locations	# Of Personnel	Organization	Communications
Description of shoreside monitoring for MARSEC 2				
Description of water borne monitoring for MARSEC 1				
Description of water borne monitoring for MARSEC 2				

(Attach additional pages if more room is needed.)

4. Crowd Control.

4.1. Describe procedures in place for orderly conduct of event participants:

4.2. Describe procedures for limiting the number of attendees if required by the COTP under MARSEC 2:

4.3. Describe procedures for the safe and orderly conduct of an evacuation, if ordered:

5. Acting on behalf of the sponsoring organization, _____, I have read, understand, and will comply with all security performance standards noted in U. S. Coast Guard, Marine Safety Office St. Louis Policy letter 02-04.

Signature: _____ Date: _____

This document may contain Security Sensitive Information when filled out.