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March 23, 2004

MARINE SAFETY OFFICE MEMPHIS 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 Marine Safety Office Memphis Captain of the Port 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 that the 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 Marine Safety Office Memphis, who serves as the Coast Guard's Issuing Authority.

3. PROCESS.
  - a. The event sponsor is required to provide the Marine Safety Office Memphis a description of security measures, which takes into consideration and addresses the performance standards detailed in enclosure (1), for events that are expected to have:
    - (1) More than 150 waterside participants OR
    - (2) 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 Marine Safety Office Memphis will use multiple internal and external sources to determine the level of security risks associated with each event. Sources include the national threat level, field intelligence, event characteristics, and proximity of a national or a regionally significant infrastructure.
  - c. Once the security risk assessment has been completed, the Marine Safety Office Memphis 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 the Marine Event Permit Coordinator at (901) 544-3941 in the Future Operation Planning Department.

/s/  
D. C. STALFORT  
Commander, U.S. Coast Guard  
Captain of the Port

Enclosures