Port of
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Business Continuity Program Overview:

One Port's Perspective

……Ok, why do I need a Business Continuity Plan??

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- BC is a “Risk Mitigation” tool that:
- Reduces financial loss
- Mitigates “reputational” risk (Blackberry)
- Reduces loss of market share
- Retains skilled labor
- Provides greater chance of business survival following a major business disruption!

Presentation Objective

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- Discuss the purpose and focus of the Port's Business Continuity (BC) Program
- Discuss the role of the Port following a business disruption
- Review the Port's IMT organizational structure
- Review communication flow following an incident
- Discuss current and future goals

BC Purpose and Focus

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- The purpose of the Port's BC program is to:
  - Increase Port resiliency
  - Support the continuation of Port operations to the greatest extent possible following a business disruption
  - Avoid cargo diversion that could result from a disruption at the Port
  - Maintain stakeholder confidence through quick decision-making
  - Promote a stable operational environment

BC Purpose and Focus – Cont'd

- The Port has developed a comprehensive , all hazard BC plan that focuses on:
  - Maintaining the land and water infrastructure to facilitate the efficient and environmentally sound movement of cargo
  - Maintaining a safe and secure Port environment
  - Meeting legal, regulatory and financial requirements

Port's Role

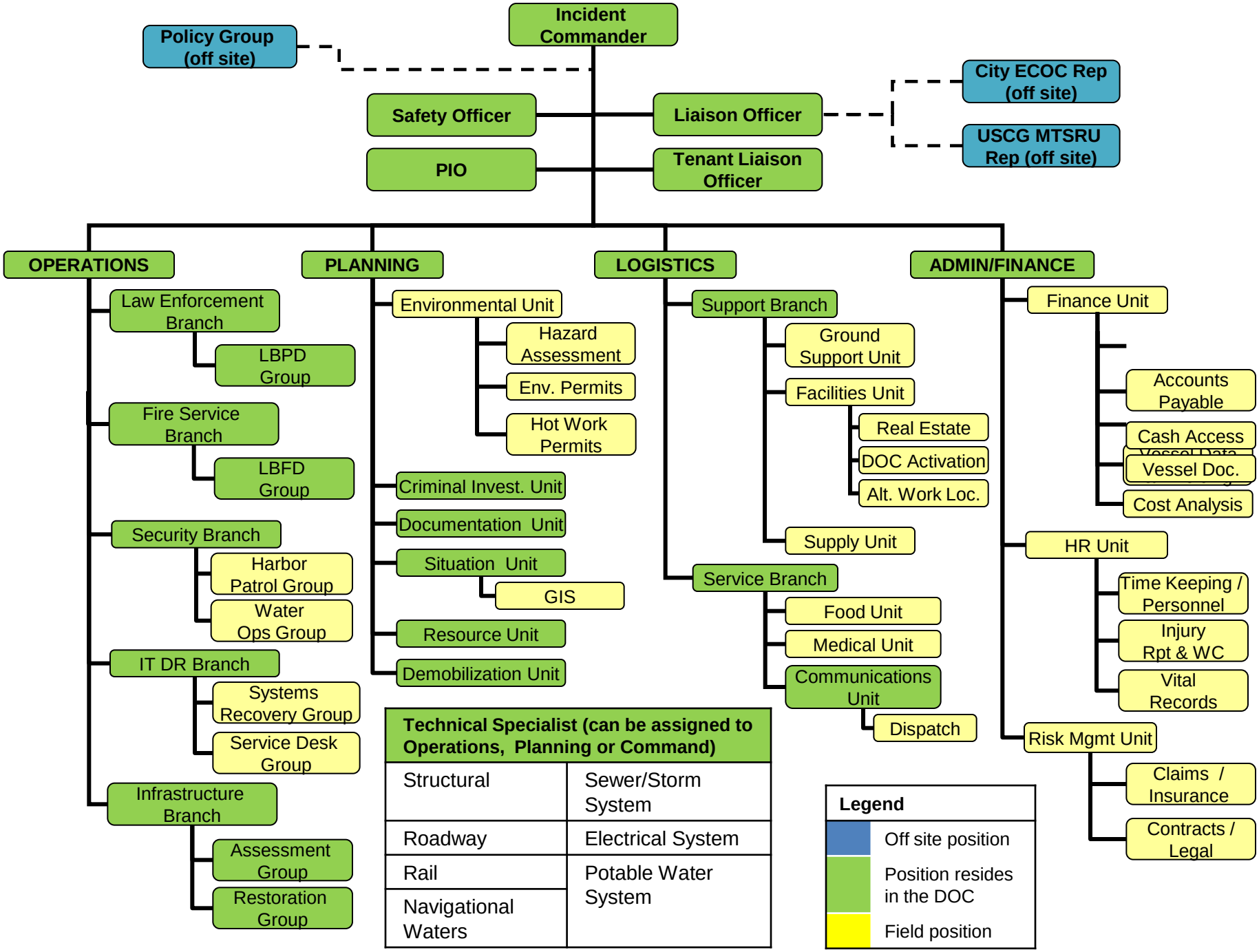
- The role of the Port following a business disrupting incident includes:
  - Assessing critical Port infrastructure assets (e.g. roads/bridges, Port owned buildings, wharfs, navigational waterways, the main rail system, the storm/sewer system, and the potable water system).
  - Assisting Port Partners, upon request, with the assessment of terminal infrastructure such as the terminal rail system, buildings, and power needs.

Port's Role – Cont'd

- Quickly deploying resources to implement predetermined workaround strategies to overcome impacted critical infrastructure assets (e.g. deploy a detour route for an impacted bridge).
- Compiling information regarding critical Port infrastructure, as well as the operational status and needs of Port Partners and relaying this information to the USCG Marine Transportation System Recovery Unit (MTSRU).

BC Organizational Structure

- Business continuity is not emergency response, however, the Port's BC program follows SEMS and NIMS so it is completely integrated with local agencies
- The Port's BC Organizational Structure is designed to facilitate quick decision making and follows the Incident Command Structure (ICS)
- The organizational structure is divided into three distinct functions:
  - Policy Group
    - Senior Management
    - Legal Counsel
    - Board of Harbor Commissioners, when appropriate
  - Incident Management Team
    - Key Port personnel are members of the Port's IMT who staff Command Staff , General Staff, and key Branch Directors and Group/Unit Leader positions
  - Recovery Teams
    - Subject matter experts


Incident Commander
Policy Group (off site)
Safety Officer
Liaison Officer
City ECOC Rep (off site)
USCG MTSRU Rep (off site)
PIO
Tenant Liaison Officer
OPERATIONS
Law Enforcement Branch
LBPD Group
Fire Service Branch
LBFD Group
Security Branch
Harbor Patrol Group
Water Ops Group
IT DR Branch
Systems Recovery Group
Service Desk Group
Infrastructure Branch
Assessment Group
Restoration Group
PLANNING
Environmental Unit
Hazard Assessment
Env. Permits
Hot Work Permits
Criminal Invest. Unit
Documentation Unit
Situation Unit
GIS
Resource Unit
Demobilization Unit
LOGISTICS
Support Branch
Ground Support Unit
Facilities Unit
Real Estate
DOC Activation
Alt. Work Loc.
Supply Unit
Service Branch
Food Unit
Medical Unit
Communications Unit
Dispatch
ADMIN/FINANCE
Finance Unit
Accounts Payable
Cash Access
Vessel Doc.
Cost Analysis
HR Unit
Time Keeping / Personnel
Injury Rpt & WC
Vital Records
Risk Mgmt Unit
Claims / Insurance
Contracts / Legal
Technical Specialist (can be assigned to Operations, Planning or Command)
Structural
Sewer/Storm System
Roadway
Electrical System
Rail
Potable Water System
Navigational Waters
Legend
Off site position
Position resides in the DOC
Field position

BC Organizational Structure – Cont'd

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- Responsibilities of Infrastructure Recovery Teams, include:
  - Structural – assessing critical buildings, bridges/overpasses and wharfs and determining whether those assets are structurally viable.
  - Roadway – assessing critical roads and recommending detour plans around impacted roads.
  - Rail – coordinating rail inspection and repair with Pacific Harbor Line (PHL).
  - Navigational Waters – scanning navigational waters for objects that could impede vessel traffic and communicating this information to the USCG.

BC Organizational Structure – Cont'd

- Responsibilities of Infrastructure Recovery Teams, include:
  - Sewer/Storm System – assessing critical sewer lift stations and storm pump stations and recommending workarounds if impacted.
  - Electrical System – assessing the electrical system servicing pump stations, sewer lift stations, street lighting, range and sector lights and Port buildings and recommending alternative power.
  - Potable Water System – assessing the potable water system and redirecting water around impacted areas or recommending alternate means of potable water.

Communication Flow

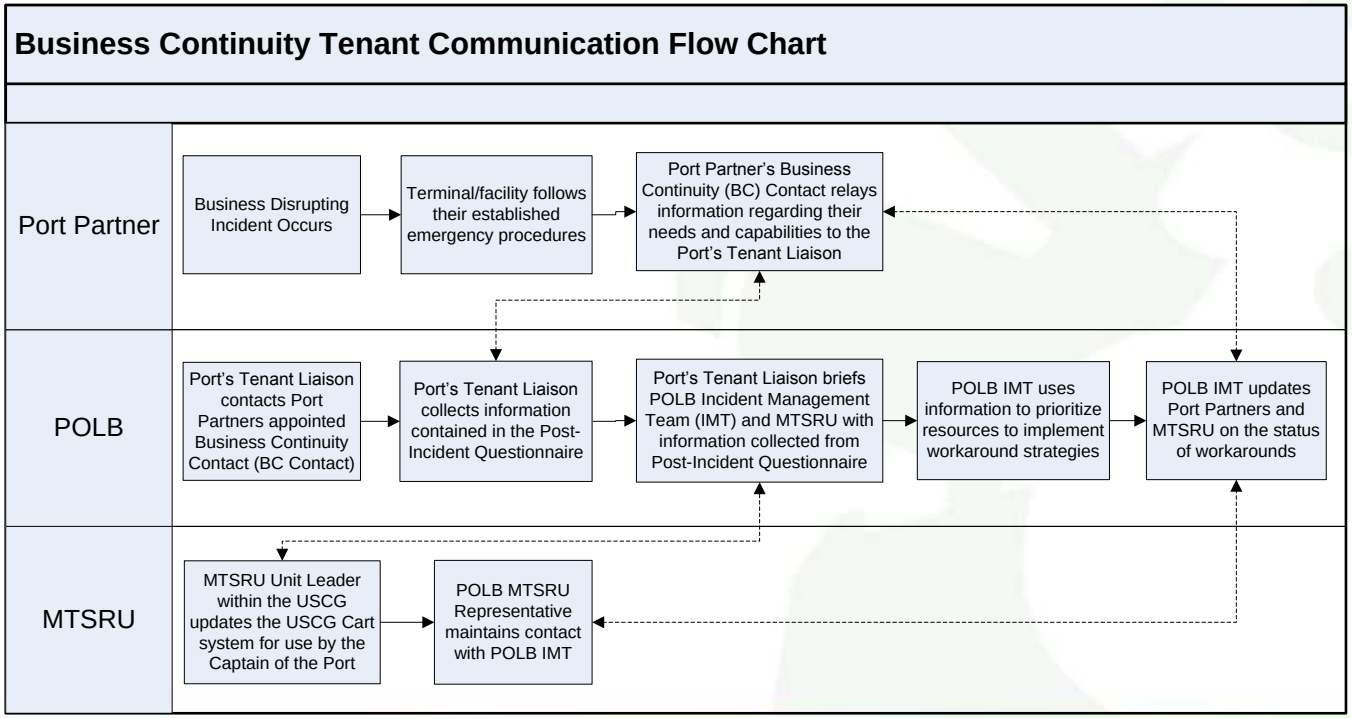
- Communication following an incident will be critical to the overall success of the recovery effort.
- The Port's Tenant Liaison Officer, a member of the Port's Incident Management Team, is tasked with contacting each Port Partner to gather key information regarding their terminal or facility's operational status.

Communication Flow – Cont'd

- Information obtained from Port Partners will be used to prioritize landside and waterside infrastructure recovery efforts and will be communicated to the MTSRU who will prioritize vessel traffic within the Port.
- The Port's Tenant Liaison will also keep Port Partners informed of the status of any workarounds implemented.

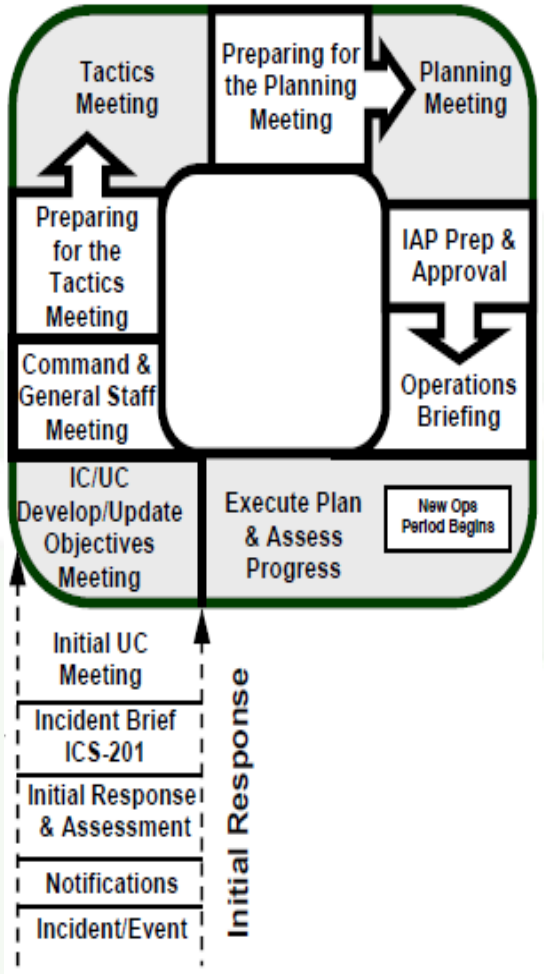
Communication Flow – Cont'd

- The Port's Tenant Liaison will using one or more of the following methods to communicate with each Port Partner:
  - Telephone/e-mail – pending availability
  - Encrypted radio
  - Face-to-face contact



BC Goals for this Year

- Train all members of the Port's IMT
- Exercise plans:
  - Our IMT is currently participating in monthly table top exercises
  - A full scale business continuity exercise is planned for this year, which will include exercising all Recovery Teams response plans.
- Port Partner Outreach



Future BC Goals

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- Conduct a comprehensive electrical survey to determine alternative power sources
- Assist Port Partners with:
  - Identifying risks / impacts to their business,
  - Developing strategies to overcome those risks, and
  - Developing their own business continuity plans

THANK YOU!