

Marine Safety Office San Francisco Bay

Port Safety and Security Committee Charter

1. MISSION

The mission of this Port Security Committee is to help coordinate planning, information sharing, and other necessary activities to aide the security of the marine transportation system. The geographic boundaries of this Committee include the entire Captain of the Port San Francisco area of responsibility. In support of those missions the Port Security Committee will:

- A. Develop a Port Security Plan aimed at maintaining acceptable risk levels during normal operations and during times of heightened threats. This plan will outline scalable security procedures to be taken by MTS stakeholders to ensure the continued safety and security of our nation's port and MTS.
- B. Coordinate training and conduct port security exercise.
- C. Advocate maritime Domain Awareness infrastructure improvements for the port.
- D. Develop and adopt preventative security measures for appropriate Maritime Security Levels to address increased threat conditions;
- E. Develop procedures for information sharing for threat warnings, response, intelligence-gathering and threat assessment among maritime stakeholders; and
- F. Produce stakeholder recommendations for continuing improvements for port security measures.

2. STRUCTURE

The Port Security Committee will be organized into a tiered organization consisting of an executive committee, general committee, and standing sub-committees. The executive committee should be made up of representatives of agencies that the Captain of the Port determines have the authority necessary to enact, enforce, or support the scalable activities and provisions decided to be appropriate at each maritime security level.

The general committee of the Port Security Committee is open to participation by all interested port stakeholders.

Standing or ad-hoc subcommittees may be made up of members from the General Committee or any port community stakeholders that the subcommittee chair determines can contribute to the work of that committee. The committees will work on issues raised by the general committee and decide to be appropriate and relevant.

A diagram of the committee structure will be attached to this charter.

3. MEMBERSHIP

The U. S. Coast Guard Captain of the Port, Captain Gerald Swanson, who is also designated as the Port Facility Security Officer, chairs The Northern California Port Safety and Security.

The General Committee membership will consist of the port authority, port tenants, port labor organizations,

carriers and shippers whose vessels, vehicles, cargoes, and passengers use the port, vessel and port tenant servicing organizations and agents, federal, state, and local law enforcement and regulatory compliance agencies which have jurisdiction within the maritime environment. A membership list will be attached to this charter.

4. MEETINGS

In the first 12 months, the Committee will meet monthly to discuss and develop the Port Security Plan and thereafter the Committee will meet approximately 4 times each year. The Captain of the Port San Francisco, Planning Department, will host meetings unless otherwise determined. Agendas will be developed and distributed prior to each meeting. At least fifteen minutes at the end of each meeting will be reserved for items not otherwise identified on the agenda.

Meetings shall be attended by the principal delegate from each organization or a designated alternate. Designated alternates are vitally important to continuity of General and sub-committee work. Use of alternates ensures that the business of the committee may press on even though the principle representative cannot attend a particular meeting.

5. ACTIONS

Issues for action will be tracked and a list maintained by the Committee Chair. Success of the Committee ultimately depends on members' willingness and cooperation to assist in the workload. Such action items may include research of existing security measures, development of additional security measures, development and conduct of security exercises, and other security related matters.

6. FUNDING

Specific funding has not been identified for these efforts. Committee members will individually fund their participation including travel and other expenses.

7. REPORTS

A record of meetings with minutes shall be made and distributed to all members promptly after each meeting. Sub-committees will report their progress during the General Committee meeting.

8. AUTHORITIES

Assigned law enforcement or regulatory compliance authority remains vested in the individual agencies that participate in Committee proceedings.

9. AMENDMENTS

The Committee shall ensure for the periodic review and amendment of this Charter as deemed necessary by a majority or mandated by law.

1. Law Enforcement Subcommittee—TO BE DEVELOPED

Objective: Coordinate sharing of information among Law Enforcement members and others with a need to know.

2. Landbased Infrastructure Security Subcommittee—TO BE DEVELOPED

Objective: Review and develop policies to improve all landbased critical infrastructure security

3. Waterborned Infrastructure Security Subcommittee – TO BE DEVELOPED

Objective: Review and develop policies to improve all waterborned critical infrastructure security.

4. Information Management Subcommittee—TO BE DEVELOPED

Objective: Assess information needs and work with the Regional Maritime Security Coalition to implement provisions of its TSA Security Grant.