

<b>TITLE:</b>
Port Security Policy
<b>ADOPTED BY BOARD OF HARBOR COMMISSIONERS:</b>
August 5, 2014
<b>EFFECTIVE DATE:</b>
This Administrative Policy is effective upon approval by the Board of Harbor Commissioners.
<b>SUPERSESION:</b>
This policy supersedes Administrative Policy # 11245.1.
<b>PURPOSE:</b>
The purpose of this policy is to set forth procedures with regard to the Port of Hueneme (POH)-Oxnard Harbor District (OHD) Facility Security Plan prepared and maintained pursuant to 33 CFR 105.
<b>POLICY:</b>
<p>1. <b>BACKGROUND:</b> The Port of Hueneme (POH)- Oxnard Harbor District (OHD) has developed a Facility Security Plan (FSP) for the commercial seaport facilities in accordance with requirements in 33 CFR 105, as amended and interpreted from time to time by the United State Coast Guard. The FSP is a sensitive security information (SSI) document and is not a public document for distribution. The FSP describes in detail how each of the individual requirements of 33 CFR 1054 is complied with at the Port of Hueneme.</p> <p>Facility Security is defined as those measures employed to protect against seizure, sabotage, piracy, pilferage, annoyance or terrorism. It attempts to embrace measures taken to prevent interference with Port operations. It includes measures for training and responding to breeches in security. The plan mandates periodic drills and exercises to prepare the District staff for an incident response. The District has adopted the Incident Command System (ICS) as the management system to be used for emergency management responses as required by the Standardized Emergency Management System (SEMS- California) and the National Incident Management System (NIMS-National).</p> <p>Persons that are involved in the POH - OHD facility security include the private terminal/stevedore companies, federal, state, and local agencies.</p> <p>The 1983 Agreement executed between the City of Port Hueneme and the Oxnard Harbor District provides that the City will provide additional police services to the District. The City of Port Hueneme Police Department is the District's first responder local law enforcement agency. And, the Ventura County Fire District is the District's first responder fire protection agency.</p>

**2. REQUIREMENTS:**

- a. The Chief Operations Officer shall serve as the Port of Hueneme- Oxnard Harbor District Facility Security Officer (FSO). The Chief Operations Officer may assign security duties to other OHD personnel while retaining the responsibilities for the assigned duties. Access Control at the POH-OHD main gate is performed by licensed security officers contracted with the Oxnard Harbor District.
- b. The POH-OHD-FSP shall be approved by the United State Coast Guard (USCG) Captain of the Port- Los Angeles/Long Beach Sector, reviewed annually by the District and updated as necessary in accordance with 33 CFR 105.
- c. The District shall utilize a Port Security Committee chaired by the District's FSO and consisting of facility security officers for the individual tenant facilities covered under the District's approved plan. The Security Committee may include other designated interested parties- private companies and/or local, state, and federal agencies. SSI shall, however, only be shared with individuals that have an approved Department of Homeland Security Non-Disclosure Agreement on file with the Oxnard Harbor District and signed by the USCG permitting access, dissemination, handling, and safeguarding of SSI in accordance with 49 CFR 1520.
- d. All persons requiring access to SSI, including each member of the Board of Harbor Commissioners, shall execute a Department of Homeland Security Non-Disclosure Agreement prior to the disclosure, access, dissemination, handling and safeguarding of SSI.
- e. Each January, the CEO & Port Director shall conduct a briefing of the Board of Harbor Commissioners on Port Security measures, incidents and programs at the Port of Hueneme. This briefing shall include SSI materials and the briefing will be closed to the general public. ["Government Code section 54957(a) consultation with Kristin Decas, CEO & Port Director regarding Port Security required under federal law."]

**RELATED POLICIES AND PROCEDURES:**

None.

**DEFINITIONS:**

None.