

The alert levels given below shall serve as guidelines. The assumption is that the storm is of significant size and potentially destructive intensity. We will need help from all faculty, students and staff.

Level 1 Alert

There is tropical storm or hurricane activity with a potential for landfall along the southeastern United States.

1. The Laboratory Director will notify Grice faculty, staff, and students of the storm activity.
2. Plans should be made for backing up computer data and securing any equipment (all individuals).
3. Plan activities associated with Levels 2, 3, and 4 (all individuals).

Level 2 Alert

The storm is approaching the southeastern coast of the United States with a possibility of striking South Carolina, but it is still a significant distance away. Landfall is greater than 3 days away.

1. All boats will be secured and removed to higher ground at Fort Johnson or some other appropriate and secure location.
 - a. Pete Meier will be responsible for the movement of the boats.
2. Equipment and all materials outside the laboratory will be secured.
 - a. Sarah Prior will be responsible for securing the boathouse, shop and storage areas.
 - b. Bill Anderson will be responsible for securing porch furniture.

Level 3 Alert

The storm continues its approach toward the South Carolina coast and there is a significant possibility that it will make landfall in the Charleston region. Landfall is possible within 48 hours.

1. Hurricane shutters will be installed on the ocean side of the Grice Marine Laboratory (Sarah Prior).
2. The GML truck will be moved to a safe and secure place (Sarah Prior).
3. All computers and sensitive electronic equipment will be covered with plastic, unplugged and placed on a table or lab bench. Remove sensitive equipment from the floor and away from windows.
 - a. Faculty members are responsible for securing his/her laboratory and equipment.
 - i. Craig Plante will be responsible for equipment in the Grice 210.
 - ii. Erik Sotka will be responsible for securing the computers in the computer lab. Computers will be covered with plastic and unplugged.
 - iii. Lou Burnett will be responsible for shutting down the lab computers.
 - iv. Dave Owens will be responsible for the ultra-cold freezers.

- v. Craig Plante will coordinate the consolidation of important materials that must be frozen or refrigerated. The number of freezers and refrigerators on emergency backup power will be minimized.
4. Sensitive files (i.e., hardcopies) will be moved to room 201 (the second floor classroom). Boxes with materials will be clearly labeled to facilitate return to the original location once the storm has passed.
 - a. Shelly Scioli will be responsible for securing files and equipment in the main office.
5. The collection room will be secured.
 - a. Equipment will be relocated as required (Tony Harold).
 - b. Chemical containers will be secured to prevent spillage (Tony Harold).
6. The classrooms will be secured.
 - a. Projector equipment (where possible) will be placed in the upstairs classroom (Gorka Sancho). Ceiling projectors in the classrooms will be covered with plastic.
 - b. Computers will be covered and unplugged (Gorka Sancho).

Level 4 Alert - Evacuation

The storm continues its approach toward the South Carolina coast. Warnings and/or watches have been issued for the Charleston region. There is a high probability that the storm will make landfall within approximately 40 hours.

1. All non-indigenous species held at the Grice Marine Laboratory will be destroyed as per operating protocols (Lou Burnett).
2. All other organisms held in the lab should be released or otherwise disposed of (Lou Burnett). All organismal holdings should have the responsible individual's name clearly marked.
3. The power to all non-essential equipment (excluding refrigerators or freezers) should be turned off (individual faculty or staff members).
4. All personnel must leave.
5. The outside doors will be locked (Lou Burnett).

Return to Grice After the Storm

In many cases it will be obvious when it is safe to return to the Grice Marine Laboratory. However, if you are out of the area, it may be a good idea to call to find out if it is safe and possible to return.

1. You should first call the Grice Marine Laboratory (843-953-9200) and speak to someone or listen for a recorded message. If the Grice phones are not operational, then go to #2.
2. Call 843-762-6502. This is Lou Burnett's home phone. A message with information on conditions in Charleston will be recorded, or if someone is there, you may speak to a person. If Lou's home phone is not operational, then go to #3.
3. Call 843-709-4574 (Lou's cell phone number) or 843-343-9199 (Sarah's cell phone number).

EMERGENCY PHONE NUMBERS

1. Laboratory Director Lou Burnett, cell 843-709-4574, home 843-762-6502, office 843-953-9170.
2. Laboratory Manager Sarah Prior, cell 843-343-9199, office 843-953-9174.
3. Graduate Program in Marine Biology Director Craig Plante, home 843-795-3317, office 843-953-9187.