



## THE PORT AUTHORITY OF NY & NJ

### PUBLIC BERTHS

#### FACILITY SECURITY & ESCORT PROCEDURES

##### New Jersey Marine Terminals (NJMT)

Facility Security Officer (FSO): Mr. Aaron Sherburne  
(973) 578-2129  
[asherbur@panynj.gov](mailto:asherbur@panynj.gov)

24 hr Telephone # (973) 578-2192

##### New York Marine Terminals (NYMT)

Facility Security Officer (FSO) Mr. Michael Deveney  
(718) 330-2977  
[mdeveney@panynj.gov](mailto:mdeveney@panynj.gov)

24 Hr Telephone # (917) 494-7347

- Report all security incidents or suspicious activity immediately to the respective FSO and the Port Authority Police at 800-828-PAPD (7273)
- The Port Authority's Public Berths are a Restricted Area when there is a vessel in
- The Port Authority's Public Berths are at MARSEC Level One
  - Normal Operating Conditions
  - The minimum operating condition for the port and Marine facilities at all times.
- ▶ The FSO would notify all personnel of additional security requirements if the MARSEC Level is increased
- ▶ All visitors must be included on the Visitors List that must be provided by the Agent at least 24 hours in advance.
- ▶ All personnel requesting unescorted access to the terminal **MUST** have a TWIC Card
- ▶ Non-TWIC holders will require an Escort by a valid TWIC holder that is so authorized by the Port Authority.
- ▶ By Port Authority policy, authorized individuals may only serve as an escort in accordance with the following guidelines:
  - ▶ **Port Authority Employees-** Anyone with prior arrangement
  - ▶ **Agents-** Vendors, suppliers, repairmen and crew members (only for vessel agent of record on)

- ▶ **Port Captain/Engineers**- Vendors, suppliers, repairmen, crew members, other vessel representatives
  - ▶ **Seafarer Welfare Agencies**- Crew members, clergy & spiritual leaders, volunteers essential to the ministry
  - ▶ **Stevedores** – repairmen for stevedoring equipment, customers and employees who do not need recurring access
  - ▶ **Transportation Companies** – crew members and spare parts deliveries
  - ▶ **Contract (PA) Security Guards**- Anyone with prior arrangement
  - ▶ **US Crew Members**- Visitors to the vessel
  - ▶ **Port Authority Contractors**- employees, suppliers, consultants and subcontractors to the contract
- ▶ All Escorts must complete security awareness training, which will be provided by the Port Authority in accordance with 33CFR Part 105.215.
  - ▶ All personnel must prominently display their TWIC on the outermost garment above the waistline at all times.
  - ▶ Both the Escort and the individuals being escorted must wear a safety vest that will be issued at the gate at all times.
  - ▶ Escort must provide non TWIC holders continuous side by side escort at all times
  - ▶ Escort ratio is 1 TWIC Card holder to 5 non TWIC holders
  - ▶ Escorts will be responsible for the actions of non TWIC Card holders they are escorting and will assume liability and /or fines for their actions.
  - ▶ At elevated MARSEC levels, the Port Authority reserves the right to require that all escorting be conducted by a Contract Security Guard.
  - ▶ If at any time you lose contact with the person(s) you are escorting or the non TWIC card holder is acting suspicious you must immediately contact the Port Authority Police
  - ▶ Failure to follow this policy will result in your escort privileges being revoked