

TO: All Employees, Port Users and Associates

SUBJECT: HURRICANE PREPARATION GUIDELINES FOR ASPA FACILITIES

ISSUE DATE: May 25, 2010

The 2010 Hurricane Season starts June 1. The Alabama State Port Authority Hurricane Preparation Plan remains unchanged, but key information is noted below for ready reference.

The following time-table has been established to allow the Alabama State Port Authority adequate time to prepare facilities, while allowing the release our employees to prepare and safeguard homes and families against a storm threat:

96 hours prior to hurricane making landfall

Start preparing and gathering needed equipment and supplies
Notify all parties that in 36 hours all work on ships, railcars, barges and trucks will cease.

72 hours prior to hurricane making landfall

Notification that all cargo handling will cease in 12 hours
No incoming vessels for cargo operations will be granted berth after this period.

60 hours prior to hurricane making landfall

No more cargo handling
Complete all facility preparation and securing; relocation of equipment, etc.
All vessels not approved by USCG to remain in port are to sail immediately

36 hours prior to hurricane making landfall

All preparation is to be complete
All employees not required to remain through the storm will be released.

Once a hurricane passes, employees are to report to work as soon as they safely travel. Upon initial evaluation of port condition, a notification will be sent to Storm Update Community by email. Periodic updates will follow.

Updates, harbor conditions and return to work information will be posted to the Alabama State Port Authority toll free Emergency Hotline at 888-251-5755.

If you have any questions please don't hesitate to contact Smitty Thorne, EVP and Chief Operating Officer at 251-441-7238 or at sthorne@asdd.com