

Maritime Museum of San Diego

General Evacuation Plan

1. Authority to Initiate Evacuation

Evacuation orders shall be issued by the **Security Supervisor** or an individual designated by the **Lead Person on Site**.

During regular operating hours, when the full staff is present, the chain of command is as follows:

- Executive Director
 - Operations Manager
 - Security Supervisor
 - On-Duty Security Watch Personnel
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2. Staff Instructions During Evacuation

- Refer to the posted **Evacuation Plan Sheet** to identify the nearest exits.
 - Consult the **Ship Layout Plan** for the locations of first aid kits and fire extinguishers.
 - Proceed to escort all guests and personnel **safely ashore**.
 - **Designated Assembly Point:** All museum staff and volunteers shall gather at the **west entrance of the County Administration Building**, directly across the street.
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Office-Specific Evacuation Protocol

Responsibilities:

- **Gener & Zeus:** Announce the evacuation clearly over the intercom.
- **Zeus:** Proceed immediately to the **Engine Room** using the ladder adjacent to the office door.
- **Gener:** Report directly to the **Gould Eddy Gallery** to assist in evacuation.
- **Cory & Diana:** Assist guests exiting via the **rear door of the Berkeley**, guiding them toward the safest exit.
- **Chris & Kate:** Clear the **McKinney Deck** and adjoining **restrooms**.
- **Kevin:** Ensure the **Library** is fully evacuated.

Additional Communications:

- **Contact Jim Davis** at (619) 954-4592 to notify of the evacuation.

- **Call the Security Booth (Ext. 117)** to request workspace lockdown and support.
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Final Assembly Location for All Staff:

West entrance of the County Administration Building, across the street from the museum

Emergency Response Procedure and Policy

Effective Date: 05/05/2025

1. Purpose

To establish a clear and effective emergency response procedure to ensure the safety of all employees, volunteers, and visitors during urgent situations.

2. Scope

This policy applies to all staff and volunteers at the Maritime Museum of San Diego. Every individual should be prepared to offer immediate assistance and take appropriate action in the event of an emergency.

3. Policy Statement

In the event of an emergency requiring immediate intervention (e.g., medical, fire, accident), the individual identified to call 911 must follow through and complete the call. If a Watch Security Person is present at the scene, they will take lead. If not, the closest available staff member or volunteer will initiate the 911 call and notify Watch Security immediately afterward.

Security staff will respond with a first aid kit, necessary documentation, and assist in directing first responders. Clearing an access path for emergency personnel is a priority once help has been contacted.

4. Procedures

- The first person identified should immediately call 911.
- Do not assume someone else is calling unless confirmed.
- If a Watch Security Person is nearby, they may take charge of the scene.
- A secondary person should notify Security to bring first aid supplies and meet emergency responders.
- Clear a pathway for emergency vehicles and personnel.
- Stay calm, remain with the individual in distress (if safe), and wait for emergency

responders.

- The Watch Security Person will complete an Incident Report as soon as possible after the situation is under control.

5. Roles and Responsibilities

- All staff and volunteers are responsible for knowing this procedure and responding promptly.
- Watch Security Personnel will coordinate emergency response, support first responders, and document the incident.
- Supervisors will ensure team members are trained and aware of emergency protocols.

6. Enforcement

Failure to follow emergency response procedures may result in disciplinary action, especially if it compromises the safety of others or delays emergency assistance.

7. Related Policies or Documents

- Employee Handbook
- Incident Report Form

Example Scenario: If the Watch Person is giving a break in either the gift shop or the booth, and there is an emergency. The procedure will be to close the booth and gate.

Guests can use the self-operating exit gate. Post a sign on the booth window that tells guests to go to the gift shop for admission tickets. Either person can sell tickets at either location.

8. Contact for Questions

For clarification regarding this policy, contact:

Zeus Holbrook

Security / Frontline Manager

(619) 234-9153 ext. 144

Museum Staff Responsibilities

All Staff

- Remain calm and prioritize guest safety.
- Follow the RUN, HIDE, FIGHT protocol.
- Do not attempt to negotiate with or confront the shooter unless absolutely necessary.
- Report location and details to 911 as soon as safely possible.

Frontline & Admissions Staff

- Immediately press panic buttons (if installed) or radio security.
- Guide visitors to exits or safe areas.
- Secure entrances if safe to do so.

Security Team

- Respond to location of threat if trained and if safe.
- Call 911 and provide detailed information:
 - Number of shooters/intruders
 - Description (clothing, weapons)
 - Location and direction of movement
 - Number of injured or deceased, if known
- Coordinate with law enforcement upon arrival.
- Direct evacuation or lockdown as needed.

Managers & Leadership

- Take control of communications: send emergency alerts via radios, PA system, and/or text alerts.
- Activate lockdown or evacuation procedures across all vessels and buildings.
- Coordinate post-incident communication and reunification.
- Work with law enforcement for investigation and documentation.

Post-Incident Response

- Ensure all areas are cleared by law enforcement before allowing re-entry.
- Initiate reunification plans for separated guests and families.
- Provide psychological first aid and employee support.
- Document the incident and conduct a full debrief with staff and emergency responders.
- Update policy and procedures as needed.

Training & Drills

- All staff will undergo annual Active Shooter Response Training.
- Drills shall be conducted at least once per year with coordination from local law enforcement.
- New hires must receive training within 30 days of employment.

Emergency Contact Info

San Diego Police Department: 911 or (619) 531-2000 (emergency)

'Harbor Patrol Emergency (619) 295-3121(emergency line)

VHF Radio Channel 16

Internal Museum Security: 13

Museum Security Manager: 619 234 9153 ext. 144

Active Shooter or Intruder Response Policy

Effective Date: 7/31/2025

Review Cycle: Annually or after any critical incident

Purpose

To establish a clear and effective emergency response protocol in the event of an active shooter or unauthorized intruder at the Maritime Museum of San Diego, ensuring the safety of guests, staff, and volunteers.

Scope

This policy applies to all employees, contractors, volunteers, and interns operating on museum property, including ships, docks, buildings, and event spaces.

Definitions

Active Shooter: An individual actively engaged in killing or attempting to kill people in a confined and populated area using firearms or other deadly weapons.

Intruder: An unauthorized person on museum premises who poses a threat or exhibits suspicious or aggressive behavior.

Immediate Action Plan – “RUN. HIDE. FIGHT.” Framework

1. RUN – Evacuate if Safe

- Identify and move toward the nearest safe exit.
- Assist visitors or guests if possible, especially children, the elderly, or those with mobility issues.
- Leave personal belongings behind.
- Keep hands visible to law enforcement if encountered.
- Do not return to the premises until law enforcement gives the all-clear.

2. HIDE – Shelter in Place if Evacuation is Not Possible

- Find a room or enclosed area, lock and barricade doors.
- Turn off lights, silence phones, and remain quiet.
- Stay low and out of sight, away from windows and doors.
- Wait for official communication from management or law enforcement before emerging.

3. FIGHT – As a Last Resort

- If your life is in immediate danger and you cannot run or hide, be prepared to disrupt or incapacitate the intruder.
- Use improvised weapons (e.g., chairs, fire extinguishers, tools) and act aggressively as a group if possible.
- Commit to your actions—this step is only to be used as a last resort.

Personnel Security Protocol

Effective Date: 7/31/2025

Review Cycle: Annually or as needed following a security incident or staffing change

Purpose

To ensure the safety and security of all staff, volunteers, contractors, and guests by establishing clear and consistent protocols for personnel conduct, access control, identification, and emergency response at the Maritime Museum of San Diego.

Scope

This protocol applies to all Maritime Museum personnel, including full-time and part-time employees, volunteers, interns, and third-party contractors operating on museum property.

1. Identification and Access Control

- All personnel must wear visible Museum-issued ID badges at all times while on duty.
- Visitors, vendors, and contractors must sign in at the front desk or security post and wear visitor badges.
- Unauthorized individuals without proper ID should be immediately reported to Security.
- Staff must not share ID badges or grant access to secured areas to unauthorized individuals.

2. Staff Conduct and Reporting

- Personnel are expected to conduct themselves professionally, courteously, and responsibly.
- Suspicious behavior, safety concerns, or violations of museum policy must be reported immediately to management or security.
- Harassment, discrimination, and workplace violence will not be tolerated and must be reported and documented.
- Staff should remain alert and aware of their surroundings and report any unusual activity.

3. Security Zones and Restricted Areas

- Only authorized staff may enter secure or restricted areas (e.g., cash handling offices, mechanical areas, artifact storage, crew-only areas).
- Keys must not be duplicated or shared without prior written approval.
- Doors to restricted areas must remain closed and locked when not in use.

4. Emergency Procedures and Drills

- All personnel must be familiar with the Museum's emergency procedures, including evacuation, fire, and active shooter protocols.
- Participation in scheduled safety drills is mandatory.
- Staff must follow instructions from security personnel and emergency responders during any incident.

5. Termination or Resignation Procedures

- Upon termination or resignation, all Museum property, including ID badges, keys, uniforms, and electronic devices, must be returned.
- Former personnel must be removed from access control systems and email lists within 24 hours of separation.
- Exit interviews may be conducted to identify any unresolved security issues or risks.

6. Training and Compliance

- New staff and volunteers must complete a security orientation within 30 days of hire.
- Background Checks on all security personnel before training completion.
- Annual refresher training is required for all personnel.
- Repeated or serious violations of security protocol may result in disciplinary action, up to and including termination.

7. Security Contacts

Security Manager: Zeus Holbrook 619 234 9153 Ext.. 144

Operations Manager: Gener Austria 619 234 9153 Ext 126

Non Emergency: Call Harbor Patrol at 619 223 1133

The Procedure will be that staff may call *200 to alert our Watch Security personnel to any situation with vague enough information so not to cause guests to be alerted.

After dialing *200 and you must wait 3-5 seconds for the speakers to click on. You can say “Now here this, now here this: Watch, Code blue on Californian, again Code blue on Californian”

“Attention Watch, Attention Watch: Giftshop Code Yellow, again Watch Code yellow in the gift shop” This could be an unhappy guest that needs some special attention or to be escorted off property.

1. **Red (Severe Emergency):**

- **Description:** Immediate danger or threat requiring immediate action.
- **Action:** Evacuate the building immediately using the nearest exit. Follow emergency evacuation routes and assembly points.
- **Communication:** Use emergency communication channels and alert emergency services (911 or designated emergency number).
- **Response Team:** Emergency response team members to coordinate evacuation and provide assistance.

2. **Yellow (Caution):**

- **Description:** Potential risk or developing situation requiring precautionary measures.
- **Action:** Staff to be alert and ready to implement precautionary measures.
- **Communication:** Notify relevant personnel about the situation. Monitor developments closely.
- **Response Team:** On-call response team members to stand by and prepare for deployment if needed.

3. **Blue (Medical Emergency):**

- **Description:** Medical emergency requiring immediate attention.
- **Action:** Administer first aid if trained and ensure emergency services are contacted.
- **Communication:** Alert emergency medical services (911 or designated emergency number).
- **Response Team:** Medical response team members to assist until professional help arrives.

General Guidelines:

- **Evacuation Routes:** Ensure all personnel are familiar with primary and secondary evacuation routes.
- **Communication Channels:** Establish clear communication protocols for each code word and ensure all staff are informed.
- **Training:** Regularly conduct drills and training sessions to ensure all staff understand their roles and responsibilities during emergencies.
- **Documentation:** Maintain up-to-date emergency contact lists and procedures documentation accessible to all staff.

By implementing this emergency plan using code words, the organization can effectively manage various emergencies, ensuring the safety and well-being of all personnel and visitors.

Initial Assessment:

- **Immediate Evaluation:** Upon awareness of an emergency, quickly assess the situation to determine the nature and severity of the incident.
- **Safety First:** Ensure personal safety and the safety of others before proceeding with any assessment.
- **Gather Information:** Obtain initial details such as location, type of emergency (fire, medical, security threat, etc.), and number of individuals involved or affected.

4. Communication:

- **Notify Authorities:** Contact emergency services (911 or designated emergency number) immediately if the situation requires external assistance.
- **Internal Communication:** Inform key personnel and stakeholders about the emergency using designated communication channels (e.g., emergency notification system, radio, phone).
- **Establish Command:** Designate an incident commander or team leader responsible for overseeing the assessment and response efforts.

5. Assessment Phases:

- **Primary Assessment:**
 - Evaluate immediate risks and hazards.
 - Determine if evacuation is necessary and initiate if required.
 - Ensure safe assembly areas are identified and communicated.
- **Secondary Assessment:**
 - Gather detailed information about the nature and extent of the emergency.
 - Assess potential impacts on personnel, property, and operations.
 - Consider resources needed for response and recovery efforts.
- **Ongoing Monitoring:**
 - Continuously monitor the situation for changes or developments.

- Gather updated information from personnel on the ground and external sources as necessary.
- Maintain communication with emergency services and coordinate response actions accordingly.

6. Documentation and Reporting:

- **Document Incident Details:** Record all relevant information, including timelines, actions taken, and communications.
- **Reporting:** Provide regular updates to key stakeholders and authorities as the situation evolves.
- **Post-Incident Review:** Conduct a debriefing session after the emergency to review actions taken, identify areas for improvement, and update emergency response plans as necessary.

7. Coordination and Resources:

- **Resource Allocation:** Allocate necessary resources (personnel, equipment, supplies) based on the assessment findings and operational needs.
- **External Assistance:** Coordinate with external agencies or organizations as required for specialized assistance (e.g., fire department, medical professionals, law enforcement).

8. Follow-Up and Recovery:

- **Recovery Planning:** Initiate recovery efforts once the immediate emergency is under control.
- **Support and Assistance:** Provide support and assistance to affected individuals or areas as needed.
- **Review and Improve:** Conduct a thorough review of the emergency response and assessment process to identify lessons learned and improve future response capabilities.

Training and Preparedness:

- Regularly conduct training exercises and drills to familiarize personnel with emergency procedures and roles.
- Ensure all staff members understand their responsibilities during emergencies and can implement the assessment plan effectively.

By following this structured emergency assessment plan, organizations can effectively manage emergencies, minimize risks, and ensure a coordinated response to protect personnel and assets.

EMERGENCY PROCEDURES

A. MAN OVERBOARD PROCEDURES

During regular business hours - you see someone fall into the water or hear someone yell "Man Overboard!"

1. Confirm the fact that someone is, indeed, in the water.
2. Use the *200 function of the phone at the ticket booth. DIAL *200 "Doing so turns this phone into a microphone, and every other phone in every office aboard each ship into a Public Address Speaker. Clearly and loudly state: "Man Overboard, Star of India, starboard side aft. Send help now!" (...or port, forward, wherever the person is in the water).
3. Locate the closest life ring to the victim.
4. Before throwing the life ring, secure the bitter end. (Though it seems obvious, if you do not consciously think of securing it during the stress of the moment, you are quite likely going to throw the entire thing into the bay.
5. Try to throw the ring up wind and beyond the victim in such a way that they will be able to reach the floating line.
6. After they have retrieved the life ring, begin towing them towards the some where they can a. Climb out of the water or be assisted out of the water, b. To something they can hold on to safely until harbor patrol arrives.

B. SMOKE / FIRE PROCEDURES A smoke detector is beeping, the smell of smoke is noticed, or is reported.

1. Call the office at extension 101-the Office, 144-Security Manger, or 126-Vice President. If it is after normal business hours, call Security at 619 921 -3261. Report the smell or smoke or detector alarm and request assistance to investigate.
2. Alert any employees or docents aboard to assist in identifying the source.
3. Ensure visitors do not go below until the problem has been resolved.

4. IF THE PRESENCE OF FIRE OR SMOKE IS CONFIRMED:

Find the source of the smoke/fire. **DO NOT** enter a smoke-filled compartment.

DO NOT enter a smoke-filled compartment.

Identify the type of fire.

(If practical) Type A = solids: trash, paper, wood... 10 Type B = liquids: gas, oil, diesel... Type C = electrical: sockets, fixtures, circuit panels... Report.

Pull one of the fire "T" handles. Enlist the assistance of all staff and docents in evacuating the ship. Use the bullhorn. Make every reasonable effort to ensure all publicly accessible decks, staff offices, and maintenance workspaces below are cleared. Extinguish the fire if practical. Do not jeopardize your physical safety. Use the ship diagrams to locate fire extinguishers and hoses.

C. FLOODING If the presence of standing or moving water is confirmed.

1. Call the office at extension 101-The office,144-Security Manager or 116-Currator of Ships (aka Jim Davis). If it is after Normal business hours, call security at 921 -3261.

Report the bilge alarm and request assistance to investigate.

2. Alert any employees or docents aboard to assist in identifying which alarm is on. Enlist the assistance of all staff and docents aboard in evacuation. - Use the bullhorn. - Make every reasonable effort to ensure all public accessible decks, staff offices and maintenance work spaces below are cleared.

D. ABANDON SHIP: Direct visitors to the nearest gangway, forward or aft, away from immediate danger.

If, for some reason, the gangways are unsafe or unusable, and all aboard must abandon the ship:

1. Distribute Personal Flotation Devices (PFD's).

2. If practical, rig a Jacobs ladder over the side.

3. After donning PFD's, instruct everyone to climb over the rail, look below for clearance, cross their arms over their chest, and jump feet first.

Emergency Fire Exit Route – Star of India

The **Star of India** has three levels that must be cleared in an emergency:

1. **Orlop Deck**
2. **Tween Deck**
3. **Weather Deck (with Saloon)**

Orlop Deck Evacuation

- Guests on the **Orlop Deck** should ascend the ladderways either **forward** or **aft** to reach the **Tween Deck**.

Tween Deck Evacuation

- Once on the **Tween Deck**, guests can proceed to the **forward emergency stairs**, which provide access to the forward section of the ship near the designated emergency exit.
- The **hatch** covering this stairway can be lifted and securely fastened to ensure a clear passage.
- The **aft stairway** on the **Tween Deck** leads to the **main gangway**, which serves as a primary access point for entering and exiting the ship.

- **Forward on the Weather Deck**, there are **aluminum stairs** that can be **pulled down and secured**, providing access to the **forward emergency stairs** for evacuation.

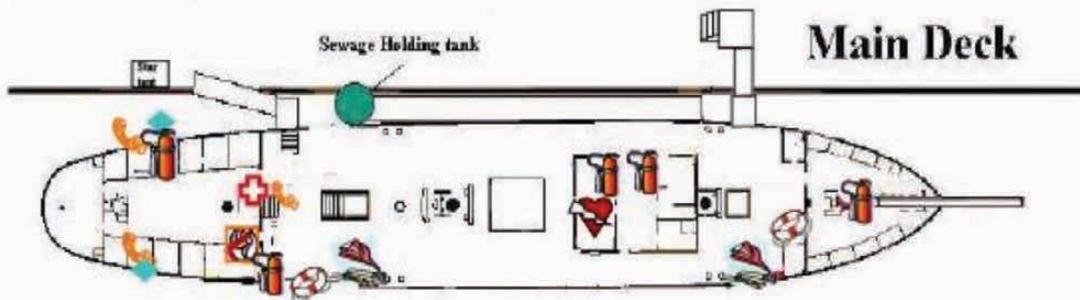
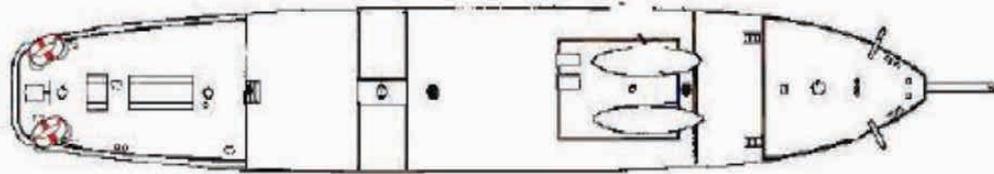
Weather Deck & Saloon Evacuation

- The **Saloon** has **two doorways** for exit.
- A **third stairway** leads to the **Poop Deck**, but this route requires **removal of a safety barrier** to allow access. This stairway is steep and should only be used if other exits are inaccessible.

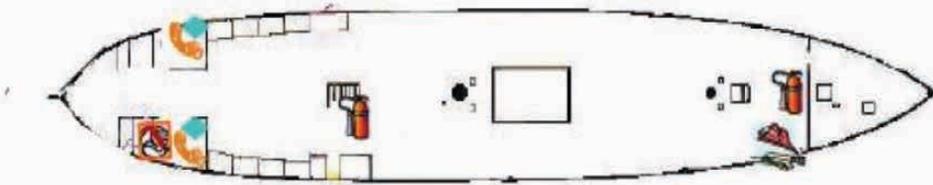
All crew and staff must ensure that emergency exits remain unobstructed and that all guests are directed to the safest and most efficient evacuation routes.

STAR

Upper Decks



T'ween Decks



Orlop Deck



KEY:

- | | |
|---|--|
|  FIRST AID KIT |  FIRE EXTINGUISHER |
|  FIRE HOSE |  FIRE ALARM HAND PULL |
|  LIFE RING |  OFFICE |
|  TELEPHONE |  AED |

Emergency generator



Emergency Fire Exit Route – Ferry Boat Berkeley

The **Ferry Boat Berkeley** has multiple areas and levels that must be cleared in an emergency:

1. **Upper Deck (McKinney Deck)**
2. **Main Level (Offices & Library)**
3. **Engine Room, Boiler Room, and Gould Eddy Exhibit Room**

McKinney Deck Evacuation

- The **McKinney Deck** has two doors located **forward** and **aft**, leading to stairways on both the **port** and **starboard** sides.
- These stairways provide access to the **main deck** and lead to the primary exits:
 - **Forward exit** leads to the **parking area on the east end**.
 - **The aft exit** leads to the **barge on the west end**.

Main Deck Evacuation

- On the **port side of the Berkeley**, there are **two doors** providing access to gangways leading to the **USS Dolphin** and **Medea**.
- Both gangways lead **west to the barge**, offering an additional exit route.

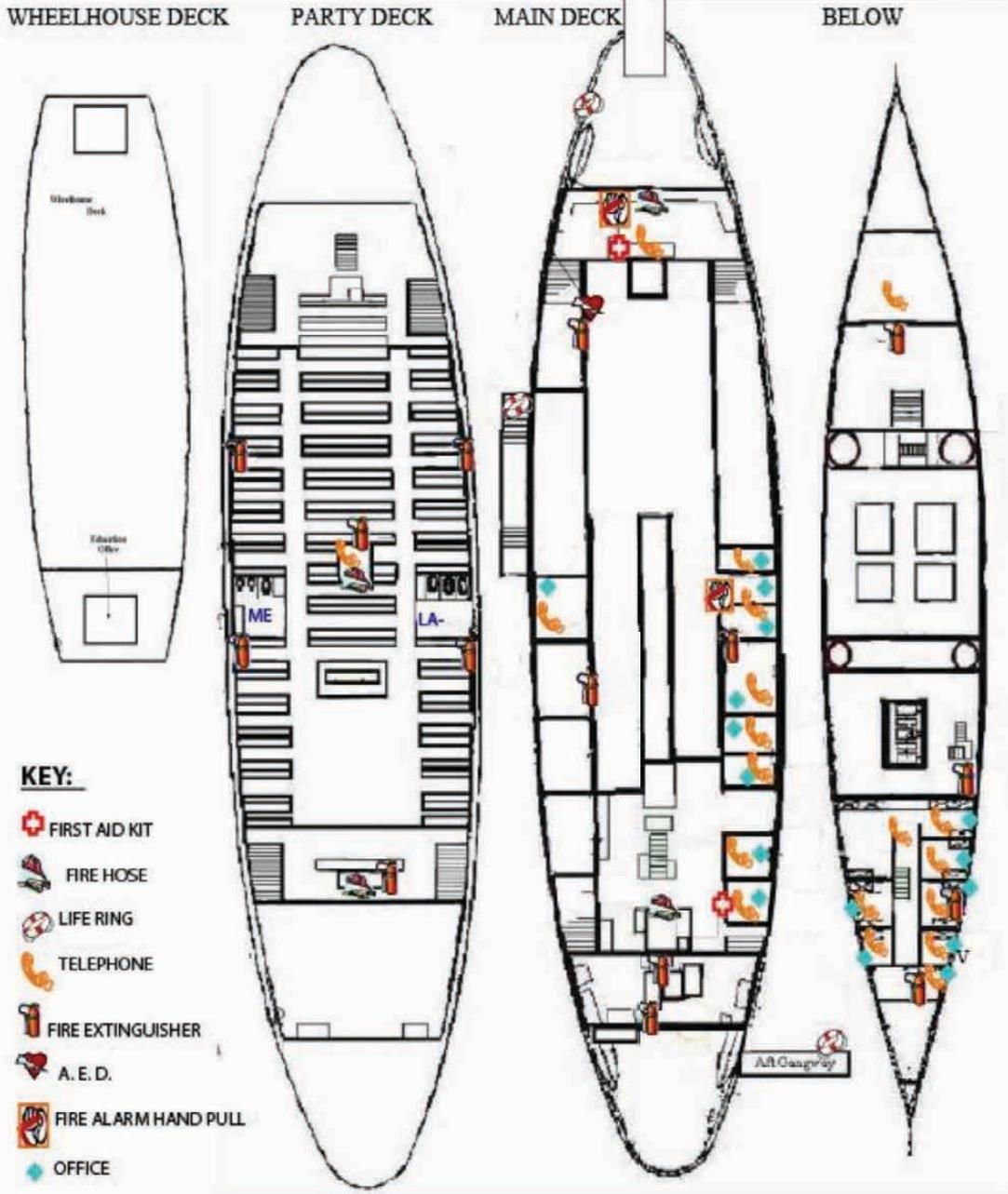
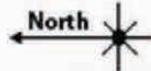
Engine Room Evacuation

- The **Engine Room** has a designated route around large steam engine components to ensure a clear path.
- There are **three ladderways** providing access to the **main deck** and primary exit points.

Boiler Room Evacuation

- **Watertight doors** surround the Boiler Room and **must be closed in case of an emergency** to contain potential hazards.
- A **catwalk, located 10 feet above the deck**, leads to a **centralized egress point** for evacuation.
- **Gould Eddy Exhibit Room Evacuation**
- The **Gould Eddy Exhibit Room** has **three doors**, all leading to a single exit point.
- The **glass doors** provide access to the **main deck**, allowing guests to exit via:
 - The **USS Dolphin gangway** to the west.
 - The **gift shop**, leading to the **eastern exit point**.

BERKELEY



Emergency Fire Exit Route – The Floating Barge

The **Floating Barge** has two levels that must be cleared in an emergency:

1. **Weather Deck** (Main level, where the **San Salvador** and **Californian** are docked)
2. **Lower Level**

Weather Deck Evacuation

- The **weather deck** serves as the primary evacuation area.
- Guests can exit the barge:
 - **Eastward** via the **gangway to the Berkeley**.
 - **Westward** through the **Berkeley** itself.
 - **Southward** via the **gangway on the south side of the Berkeley**, leading to the parking lot.

Lower-Level Evacuation

- There are two main access points to the lower level:
 - **Mid-deck deckhouse stairway**
 - **West-end deckhouse**, which contains a **lift** and a **ladder** for access below.
- If entering from the **mid-deck stairway**:
 - Moving **east**, a **central emergency exit ladder** provides an **egress point to the starboard side** of the barge.
- Continuing further **east**:
 - At the **east-end deckhouse**, there is an **elevator lift** and a **tall ladder** facing inboard, leading up to the **weather deck** inside the deckhouse.

Primary Exit Routes

- **Westward exits** through the **Berkeley** or its **south gangway** to the parking lot.
- **Emergency exit ladders** are located mid-deck and at the east-end deckhouse.

All crew and staff must ensure that emergency exits remain unobstructed and that all guests are directed to the safest and most efficient evacuation routes.

CALIFORNIAN – Vessel Evacuation Plan

Gangway Location: Portside Midship

Primary Muster Point: Portside Midship by the Gangway

Secondary Muster Point: Foredeck (Bow)

GENERAL PROCEDURES:

In the event of an emergency requiring evacuation (fire, flooding, collision, etc.):

1. **Alert the Crew:**
2. Sound the general alarm and notify all personnel on board. Use handheld radios if needed for coordination.
3. **Identify the Emergency:**

Determine the nature and location of the emergency. Deploy fire extinguishers, hoses, and other safety equipment if safe to do so.

4. **Assist Guests:**

Crew should guide all passengers and non-essential personnel to the **muster point at the gangway** on the **port side, midship**.

5. **Evacuation Route:**

Main Deck:

- a. **Foredeck & Aft Deck Personnel:** Proceed along the portside rail toward midship.
- b. **Helm Station & Centerline:** Cross to portside and proceed toward gangway.
- c. **Avoid gathering on the starboard side** unless access is blocked; in such case, proceed forward to the **bow muster point** and await further instructions.

Below Deck:

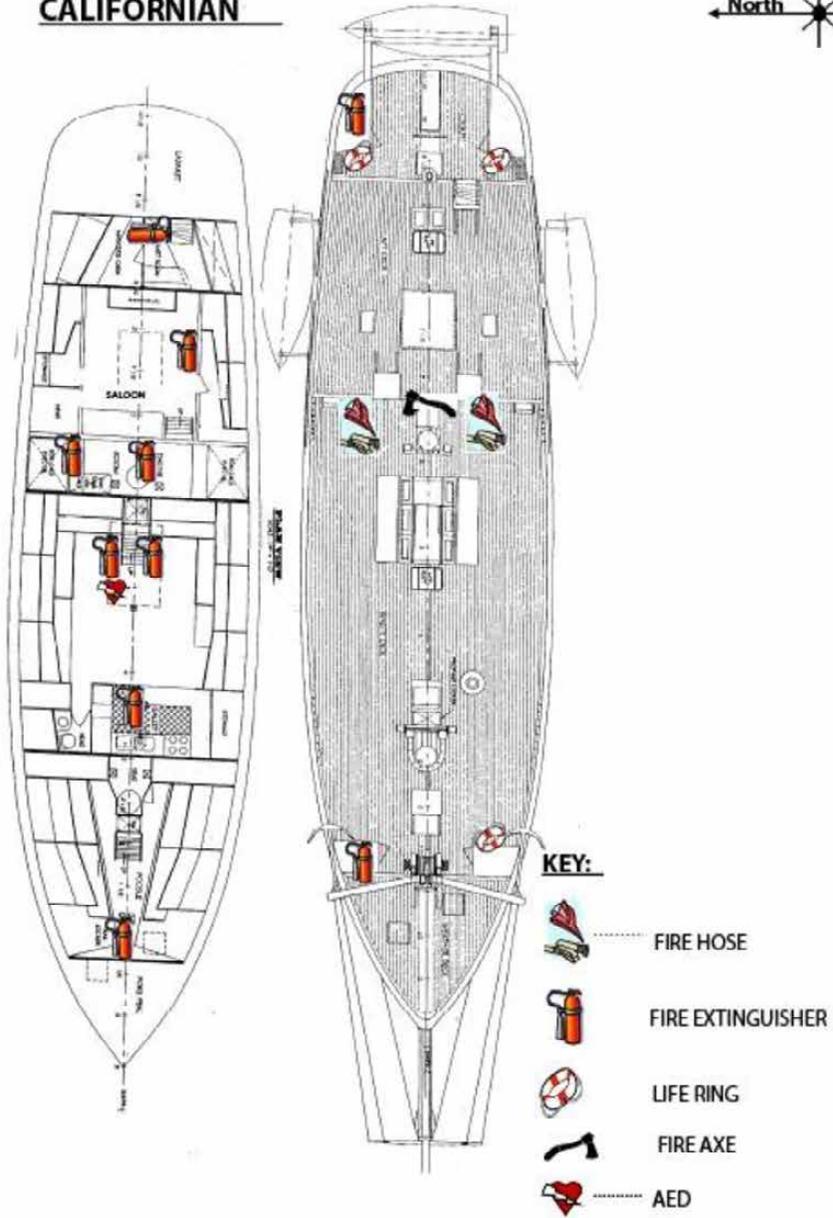
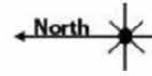
- d. **Aft Cabins/Engine Room/Galley:** Exit through the nearest companionway and proceed to the main deck, then move toward the portside gangway.
 - e. **Salon & Forward Cabins:** Exit to the main deck via forward hatches or companionway, then head aft to the gangway.
 - f. Follow illuminated exit signs and fire safety instructions.
6. **Emergency Equipment Locations:**
 - a. **Fire Extinguishers:** Located throughout the main and below deck areas (see vessel map).
 - b. **Fire Hoses:** Primarily on main deck, bow and midship areas.
 - c. **Life Rings:** Located on the stern and bow rails.
 - d. **AED:** Located below deck near galley.
 - e. **Fire Axes:** Midship and bow sections.
 7. **Evacuation from the Gangway:**
 - a. Line up orderly and await instruction from the evacuation coordinator.

- b. If unable to evacuate via gangway, use the **foredeck as a backup muster zone** and prepare life rings or deploy liferafts as directed.

Special Notes:

- Do not block passageways or stairwells.
- Always assist children, elderly, and mobility-limited individuals first.
- In case of fire or heavy smoke, stay low and cover mouth/nose with cloth.
- The captain or designated officer will give the final order to abandon ship.

CALIFORNIAN



SAN SALVADOR – Emergency Evacuation Plan

Evacuation Exit: Floating Barge via Portside Midship

Primary Muster Point: Portside Midship near Alcazar

Secondary Muster Point: Stern Deck (Aft)

GENERAL PROCEDURES:

In the event of an emergency onboard (fire, flooding, hazardous incident):

1. **Raise the Alarm:**
Sound the emergency signal. Crew should immediately notify all passengers and coordinate using radios and voice commands.
2. **Assess the Situation:**
Identify the nature and location of the emergency. Use nearest extinguishers, first aid, or emergency gear if safe.
3. **Direct Personnel to Muster Point:**
All crew and guests should proceed to the **portside midship** area near the **Alcazar**, which leads to the **floating barge** for evacuation.
4. **Recognizing the Alarm :** Blue light and horn will sound from Alcazar

EVACUATION ROUTES:

Main Deck Areas:

- **Helm Room / Galley:** Proceed aft along the portside rail, down to Alcazar, then out to the gangway leading to the barge.
- **Engine Room 1 & 2:** Exit through portside access hatches, move aft toward Alcazar, and exit to the gangway.

Below Deck:

- **Focsail & Crew Quarters:** Use the aft stairwell or companionway, proceed to the main deck, and move forward along the portside rail to Alcazar and out.
- **Main Hold:** Exit through the main access hatch; move portside and forward to Alcazar and the gangway.

*If the portside midship gangway is inaccessible, proceed to the **stern (aft)** as the secondary muster area and await further instruction from the Captain.*

Emergency Equipment Locations:

- **Fire Extinguishers:** Located in all major compartments including Helm Room, Engine Rooms, Galley, Alcazar, Main Hold, and Crew Quarters.
- **Life Rings:** Located at stern, midship, and port/starboard midsections.
- **First Aid & AED:**
Located **inside the Alcazar, starboard lower aft bunk**, under a marked lid.
- **Emergency Lighting & Signage:** Follow illuminated signage if visibility is low.

EVACUATION TO THE FLOATING BARGE:

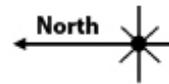
- Once at the **portside Alcazar gangway**, evacuate in an orderly fashion to the **floating barge**.
- Crew will assist with safe boarding.
- Injured or limited-mobility individuals should be escorted with assistance.

- Await further orders once on the barge; do not re-enter vessel unless cleared by the Captain or First Officer.
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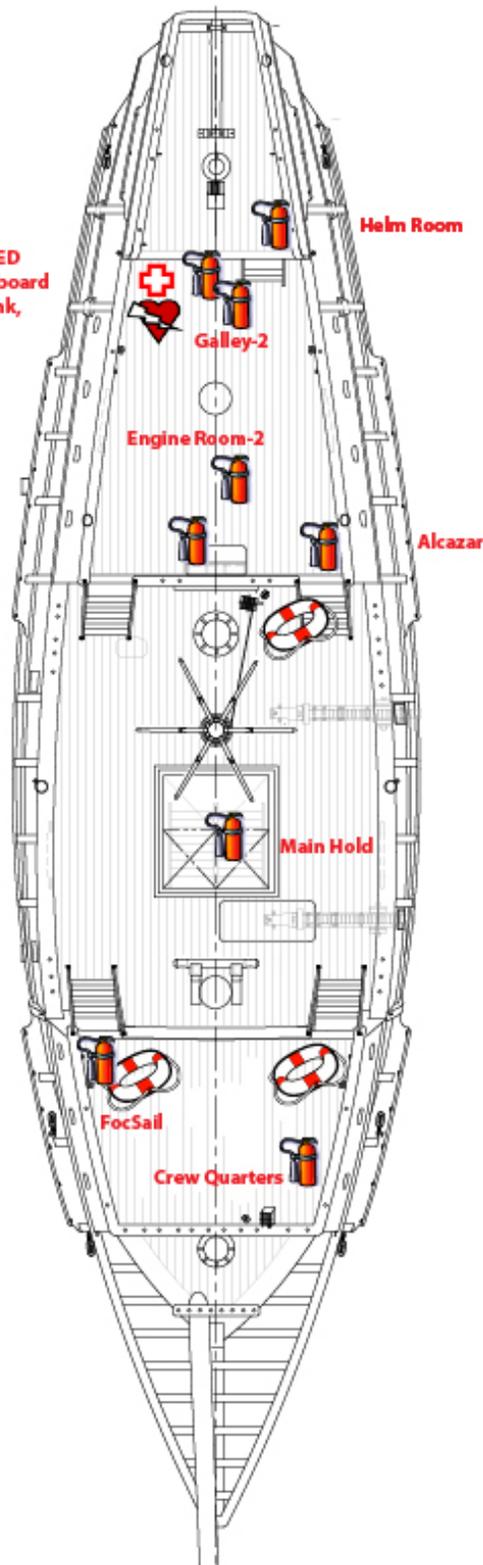
Additional Notes:

- Do not run or push during evacuation.
- Stay calm and follow crew instructions.
- Maintain clear access to hatches and gangways at all times.

SAN SALVADOR



First Aid & AED
Alcazar: starboard
lower aft bunk,
under lid



KEY:

-  FIRST AID KIT
-  AED
-  LIFE RING
-  FIRE EXTINGUISHERS,
LOCATIONS NOTED

USS DOLPHIN – Emergency Evacuation Procedure

Evacuation Exits: Portside and Aft

Final Muster Point: Forward Berkeley Gangway Area (on dock)

GENERAL EMERGENCY RESPONSE:

1. **Sound the Alarm:**
 - Immediately alert all personnel onboard via alarm or verbal notification.
 - Staff members should guide guests to safe evacuation points.
 2. **Identify the Emergency Type:**
 - If fire or smoke is detected, utilize onboard fire extinguishers. There are **five extinguishers located along the submarine’s passageway**.
 3. **Emergency Equipment Locations:**
 - **Fire Extinguishers:** Evenly distributed throughout the passageway for quick access.
 - **Life Ring:** Located topside near the conning tower.
-

EVACUATION PROCEDURES:

Below Deck (Interior Passageway):

- **All personnel should proceed to the nearest ladder or access point leading to the topside.**
- If closest to the **aft** of the vessel, evacuate through the **aft hatch**.
- If closer to **midship or forward**, move to the **portside top access point** (located near the life ring).

Topside (Exterior):

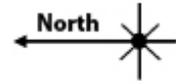
- Once topside, move **cautiously along the portside rail or aft deck** toward the gangways.
 - Exit the submarine via the **designated gangways** (port or aft).
-

POST-EXIT PROCEDURE:

- Upon exiting the Dolphin, all evacuees must **move forward (northward) along the dock** toward the **Berkeley gangway area**.
 - This is the **primary muster point** where headcounts, triage, and further instructions will be given.
 - Remain in designated zones and await clearance or medical aid if needed.
-

IMPORTANT SAFETY NOTES:

- Do not re-enter the vessel unless explicitly cleared by emergency responders.
- Assist those who require help moving through tight passageways.
- If smoke is present, **stay low**, use clothing to cover your mouth and nose, and **do not panic**.
- In the event of a water-based emergency, use the **topside life ring** and assist others in flotation.



USS Dolphin



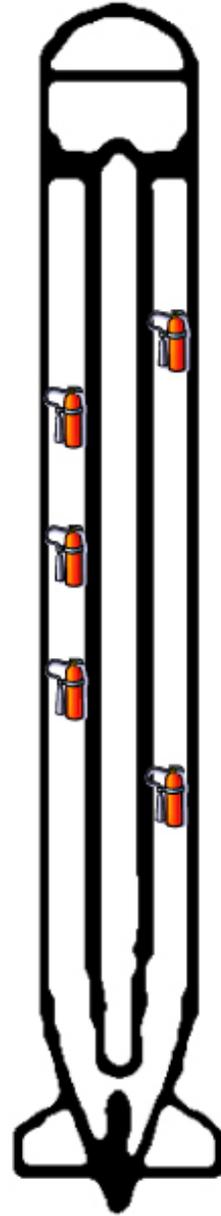
KEY:



LIFE RING



FIRE EXTINGUISHER



HMS SURPRISE – Emergency Evacuation Plan

Evacuation Exit: Portside Midship Gangway

Final Muster Point: Sidewalk Outside the Maritime Museum

GENERAL EMERGENCY RESPONSE:

1. **Sound the Alarm:** Use vocal alerts and radios to notify all personnel and visitors.
 2. **Assess the Emergency:**
Identify the nature of the threat (fire, smoke, medical emergency, flooding, etc.). Engage **fire hoses or extinguishers** if safe and trained to do so.
-

EVACUATION PROCEDURES:

Main Deck (Passenger Level):

- Guests seated in the **main deck area** should be directed **toward the central gangway on the portside**.
- Crew should direct foot traffic in **two lines**, using the center aisle to guide movement.
- **Fire extinguishers** are located fore and aft—use them if an obstruction or hazard exists along the route.
- A **life ring** is located near the gangway area and should be accessible in case of a water-related emergency.

Upper Deck (Foredeck & Quarterdeck):

- Personnel on the **upper deck** should descend via the **main hatch staircases**, then proceed portside toward the gangway.
- If direct access to the hatch is blocked, proceed aft to the **quarterdeck** and move toward the gangway from there.

Below Deck / Officers' Quarters (if open):

- Exit immediately via the companionways to the **main deck**, then head portside midship for evacuation.
 - Crew will assist with navigation due to low lighting and confined spaces.
-

ONCE ON THE GANGWAY:

- Evacuees will use the **portside midship gangway** to disembark the ship.
 - Proceed directly onto the **museum dock and forward to the main sidewalk/muster area** near the museum entrance.
 - A **final headcount** will be conducted at the sidewalk muster zone.
-

EMERGENCY EQUIPMENT LOCATIONS:

- **Fire Extinguishers:** Located throughout ship (upper, main, and lower deck)
 - **Fire Hoses:** Forward and aft ends of the vessel
 - **Life Rings:** Aft starboard and midship portside
 - **Fire Alarm:** Midship on main deck
 - **Muster Zone:** Sidewalk just outside the Maritime Museum gates
-

MEDEA – Emergency Evacuation Plan

Primary Exit Point: Starboard Gangway Connected to the Berkeley

Final Muster Options:

1. **Berkeley Foredeck**
 2. **Berkeley Aft Deck**
 3. **Sidewalk via gangway between Berkeley and HMS Surprise**
-

GENERAL RESPONSE:

1. **Sound the Alarm:**
 - Crew or Staff must notify all personnel via voice alert and immediately direct them toward designated exits.
 2. **Assess the Emergency:**
 - Identify if it's a fire, flooding, medical, or other emergency.
 - Utilize fire extinguishers and hoses if safe to do so. First Aid kit is located on the **forward lower deck**.
-

EVACUATION PROCEDURE:

Main Deck:

- Evacuees on the main deck should proceed **starboard** to the **gangway connected to the Berkeley**.
- Crew members will be stationed at exits to manage flow and assist those needing help.
- Once on the Berkeley:
 - You may **exit forward toward Berkeley's foredeck**.
 - Or proceed **aft toward the back of the Berkeley**.
 - Or continue toward the **long gangway that leads between the Berkeley and HMS Surprise to the sidewalk**.

Lower Deck:

- Passengers and crew should proceed **aft or forward stairwells** to reach the **main deck**.
 - Use emergency lighting and signage to navigate narrow corridors.
 - Crew must assist from both stairwells and help direct guests to the **starboard main deck exit**.
-

POST-EVACUATION MUSTER POINTS:

1. **Berkeley Foredeck:**

If safe and uncrowded, use as primary muster location for organized headcount.
 2. **Berkeley Aft Deck:**

Use if foredeck is inaccessible or in use for triage.
 3. **Sidewalk (via HMS Surprise gangway):**

Ideal for full evacuation from the dock, allowing for regrouping and public access.
-

EMERGENCY EQUIPMENT SUMMARY:

- **Fire Extinguishers:** Located throughout both decks.
- **Fire Hoses:** Midship on main and lower decks.
- **First Aid Kit:** Lower deck forward compartment.
- **Life Rings:** Located on the port and starboard sides for water emergencies.
- **Telephones:** Available on both decks for emergency communication.
- **Office Area:** Lower deck (for staff coordination).

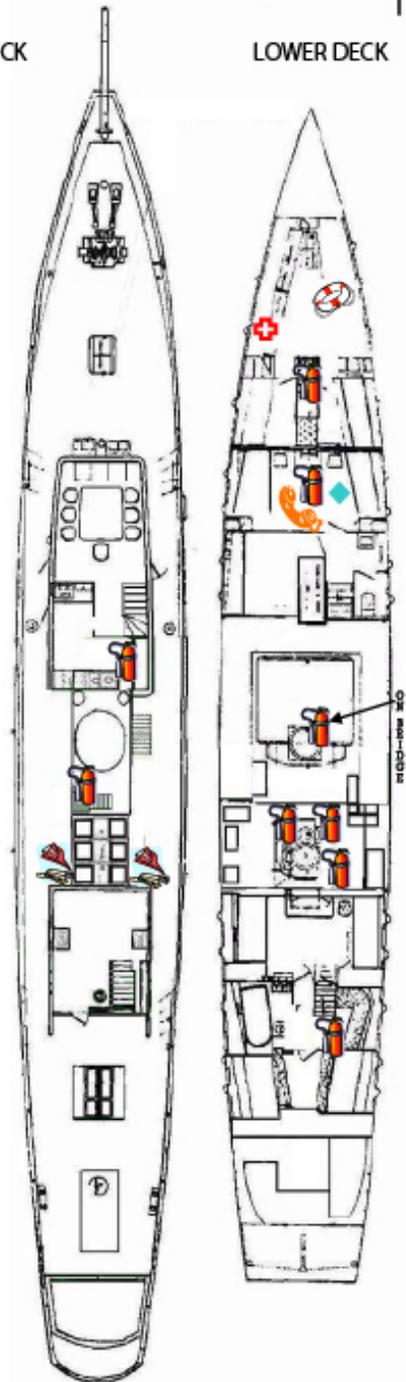
SAFETY REMINDERS:

- Maintain calm and assist others, especially those with limited mobility.
- Do not re-enter the vessel until cleared by emergency staff.
- Keep gangways clear and follow instructions from trained personnel.
- If smoke is present, remain low and move quickly but safely to exit points.

MEDEA

MAIN DECK

LOWER DECK



KEY:

-  FIRST AID KIT
-  FIRE HOSE
-  FIRE EXTINGUISHER
-  LIFE RING
-  TELEPHONE
-  OFFICE

Closing Safety Statement
Maritime Museum of San Diego

At the Maritime Museum of San Diego, the safety and well-being of our guests, volunteers, and staff are our highest priority. We are committed to maintaining a secure environment across all vessels and exhibits through regular inspections, clearly marked safety equipment, and trained emergency response personnel.

In the event of an emergency, please follow the directions of museum staff and crew members, who are trained to guide you to safety quickly and efficiently. Safety signage, evacuation maps, and emergency equipment are posted and maintained throughout the museum grounds and aboard each vessel.

We thank you for visiting the Maritime Museum of San Diego and encourage you to enjoy your journey through maritime history with confidence and peace of mind.

Stay aware. Stay safe. And sail on.