MCAS Futenma Typhoon Guide

Provided by MCAS Futenma Installation Emergency Manager

May 2020
Addendum to

[Typhoon Guide
Provided by Kadena Office of Emergency Management
Vol 2]

Table of Contents

MCAS Futenma Emergency Numbers

Station Duty Officer / Emergency Operations Center: 636-3100 (0989705555 ext 636-3100)

Station Emergency Manager: 636-5438   (0989705555 ext 636-5438)

Installation Logistics and Services: 636-5310 or 636-3538 (0989705555 ext 636-5310 or 636-3538)

PMO Futenma: 636-3332 (0989705555 ext 636-3332)

Off Base Emergency Number – Dial 1-1-9

On Base Emergency From a Cell – Dial   098-911-1911

On Base Emergency from DSN – Dial 9-1-1

Useful Links

MCAS Futenma Disaster Preparedness Page:
https://www.mcasfutenma.marines.mil/Resources/Installation-Protection/

Typhoon Info: https://www.metoc.navy.mil/jtwc/jtwc.html

Kadena Emergency Management Typhoon Guide (2019) Volume 2:
https://www.mcasfutenma.marines.mil/Portals/113/Weather/Typhoon%20Guide%202019%20(Vol%202).pdf

Weather/TCCOR/Sea Conditions: https://www.kadena.af.mil/Agencies/Local-Weather/

Japan Meteorological Association: http://www.jma.go.jp/en/typh/

Wind: https://www.windy.com/26.210/127.690?24.877,133.449,6

Station Order 3000.5C Typhoon SOP:
https://sharepoint.mcipac.usmc.mil/installation/futenma/station_sections/adj/Shared%20Documents1/MCAS%20FUTENMA%20ORDERS/3000%20Operations%20and%20Readiness/StaO%203000.5C%20w%20Ch1%20Tropical%20Cyclone%20Operations%20Plan.pdf

DoDEA Pacific: https://www.dodea.edu/Pacific/south/safetySecurity.cfm

FEMA – Preparedness: https://www.ready.gov/

Enterprise Mass Notification System (AtHoc)
USMC Government Computer Access (MCEN-NIPR)

In order to receive notifications using AtHoc, follow the below steps. Questions regarding AtHoc registration or notifications can be sent to:

Updating your Organization

1. Hover over desktop tray to view assigned Organization – Proceed to **After-Hours Contact Information Updates** steps if MCAS Futenma is indicated.
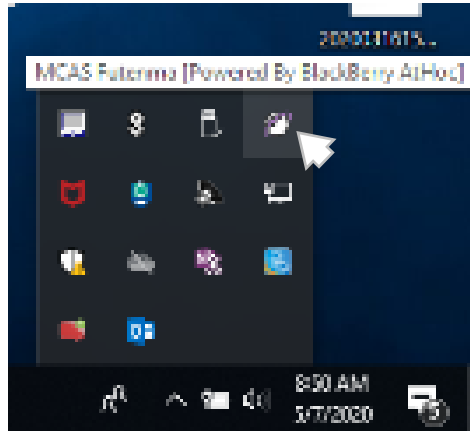

2. Right click on the purple globe located in your bottom right task bar of your work computer.

3. Choose "Access Self Service".

4. Go to "My Profile" tab and select "Move to Organization"

3. Select MCAS Futenma from drop-down menu.

4. Select OK

After-Hours Contact Information Updates
(Skip to After-Hours Step 3 if continuing from Organization Step 4 above)

1. Right click on the purple globe located in your bottom right task bar of your work computer.

2. Choose "Access Self Service".

3. Go to "My Profile" tab and click "Edit" in the top right hand corner.

4. At a minimum, you should have your personal email, mobile phone, and text messaging (Member) populated. Include your work phone or government cell phone if applicable. It is highly recommend you add your dependents' information as well.
NOTE: For MCAS Futenma DSN, enter +81 989705555 extension 636-XXXX. Utilize country codes or drop-down selections for all other phone number entries.
5. Click save and close.

Acquiring/Installing (AtHoc) App on Personal IPHONE or Smart Device
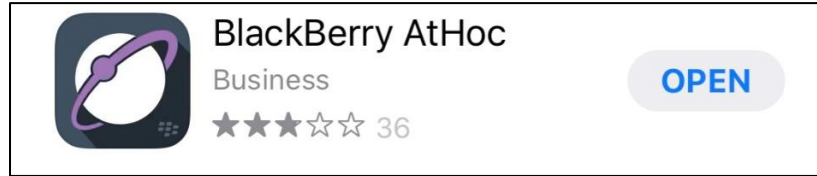
1. Search app store for "AtHoc"

2. Click install on the BLACKBERRY AtHoc App (your device does not need to be a Blackberry)
   -Allow notifications

3. "Registration" window appears. Enter registered email address and click "Continue"
NOTE: You must use the email address you registered in your AtHoc Self-Service Profile. It can take up to 2-3 hours after updating your email on the desktop Self Service before you will be able to register the app. If your email address is in your Self Service Profile, was updated more than (3) hours ago, and you still receive an error, use the "Send Log" link in the error message when attempting to authenticate the app. Send populated email to rachel.melton@usmc.mil for action.

4. "Add Organization" window should appear. Enter Organization Code: **MCIPAC**

5. Validate email address by clicking on link in email sent from AtHoc app using mobile device.

6. "Open this page in AtHoc Notifier?" message will appear. Click "Open"

Barracks and Building Manager Actions

Barracks and Building Managers are responsible for the preparedness of all facilities under their control. In preparation for a typhoon, managers should follow the Facilities Typhoon Checklist.

Ensure Barracks Managers, Building Managers, and Duty personnel are documenting all damage to facilities immediately after a Typhoon and reporting them to both their duty and their S-4 sections.

Fill sandbags for facility use at the Wood and Metal Lot on MCAS Futenma. (Maps below) MCAS Futenma ILS will contact the units when the Wood and Metal Lot is opened, generally at TCCOR – 3, but no later than TCCOR – 2. Units will provide their own sand bags and filling tools. MCAS Futenma provides the sand only.

Debris clean-up in and around facilities is the unit responsibility per Station Order 11101.6E, Assignment of Buildings and Areas.
https://sharepoint.mcipac.usmc.mil/installation/futenma/station_sections/adj/Shared%20Docume
nts1/MCAS%20FUTENMA%20ORDERS/11000%20Facilities%20and%20Activities%20Ashor
e/StaO11101.6E%20Assignment%20of%20Building%20and%20Areas.pdf

For Facilities info call Station ILS at DSN 636-5310 (0989705555 ext 636-5310)
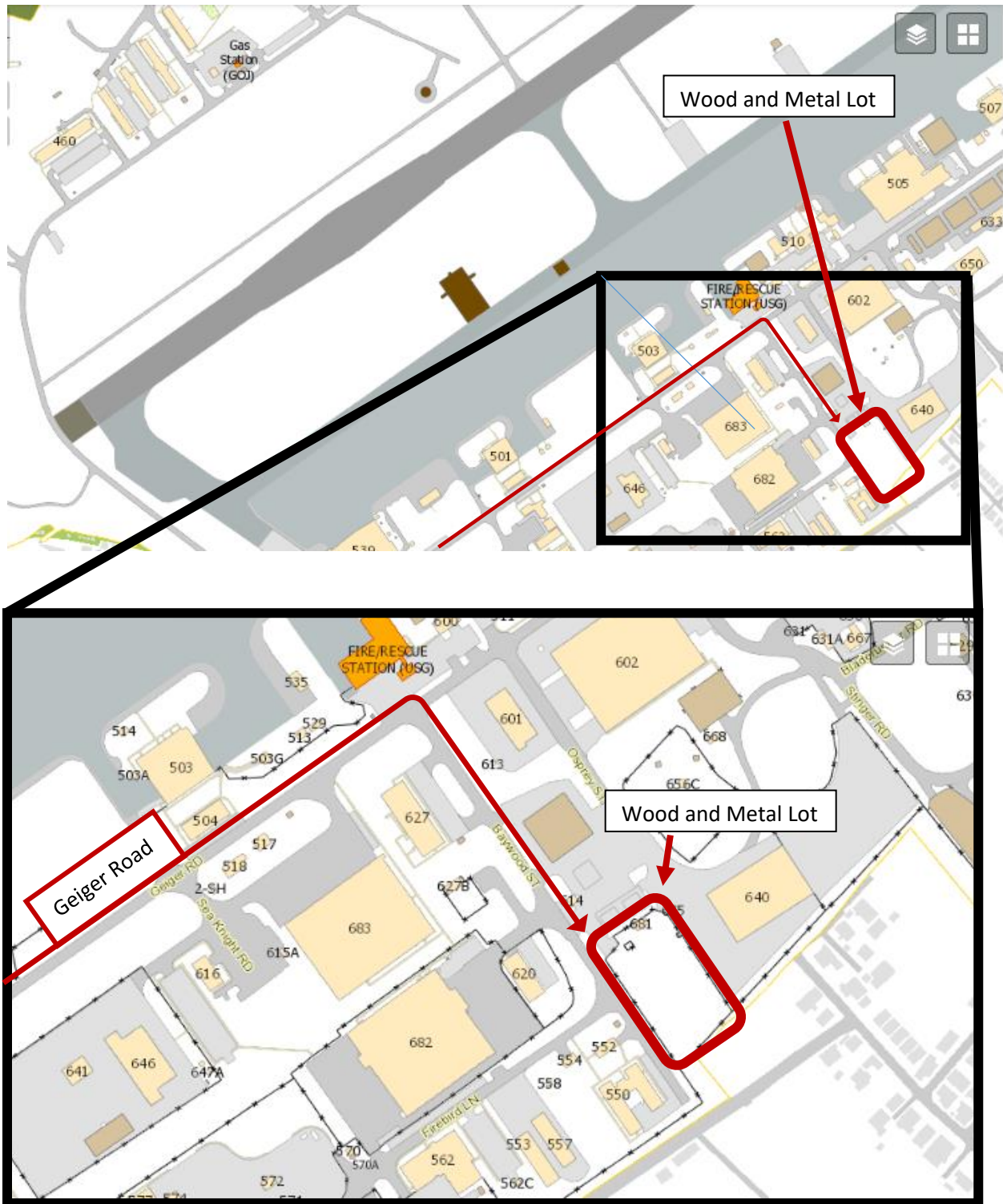
Tropical Cyclone Conditions of Readiness (TCCOR)
Key MCAS Futenma Specific Action Sets
(For exhaustive Action Sets, refer to Station and respective Unit/Department Typhoon SOPs)

TCCOR 4- Winds of 50 knots sustained or greater are possible within 72 hours
- No MCAS Futenma Specific Action Sets

TCCOR 3- Winds of 50 knots sustained or greater are possible within 48 hours.
- **All Units**: Initiate general cleanup; secure loose gear; identify training/operational impacts; prepare to secure personnel/equipment from field and ground training; upon notification that Wood/Metal lot is open, fill sandbags – will open as early as TCCOR - 3, but no later than TCCOR - 2
- **IIIMEF/MCIPAC-MCBB Bulletin support providers**: Prepare to provide identified personnel/equipment/communication support
- **EOC**: Notify tenants and departments of TCCOR change; confirm completion of TCCOR Action Sets; report Action Set completion to BEOC when requirements are reached
- **ILS**: Supervise securing of equipment; coordinate additional trash pickups as needed; coordinate sand drop off with G-F; notify tenants and departments when sand is available
- **AirOps**: Prepare to support hangaring/flyaway plan
- **Facilities**: Service generators as required

TCCOR 2- Winds of 50 knots sustained or greater are anticipated within 24 hours.
- **All Units**: Secure field training, prepare tactical vehicles for storm conditions; continue cleanup as required
- **IIIMEF/MCIPAC-MCBB Bulletin support providers**: Begin staging identified personnel/equipment/communication support
- **MAW**: Evacuate, hangar, or tie-down aircraft as needed
- **EOC**: Notify tenants and departments of TCCOR change; confirm completion of TCCOR Action Sets; report Action Set completion to BEOC when requirements are reached; muster Destructive Weather Teams, oversee staging of equipment
- **ILS**: Remove/store/secure awnings, signs, marquees, and temporary barricades; coordinate water bull placement as necessary
- **AirOps**: Support hangaring/flyaway plan for MAW and OSA as required
- **Facilities**: Ensure generators are serviced, fueled, and operational

TCCOR 1- Winds of 50 knots sustained or greater are anticipated within 12 hours.
- **All Units**: Ensure cleanup operations are complete
- **IIIMEF/MCIPAC-MCBB Bulletin support providers**: Ensure all personnel/equipment is staged and that all deficiencies are addressed.
- **EOC**: Notify tenants and departments of TCCOR change; confirm completion of TCCOR Action Sets; report Action Set completion to BEOC when requirements are reached; ensure Destructive Weather Teams are staged, perform comm checks
- **ILS/Supply**: Prepare for MRE feeding plan and associated requests/deliveries/pickups
- **ILS**: Ensure water bulls are in place, deficiencies addressed
- **AirOps**: Notify EOC when airfield is secured

TCCOR 1 Caution- Winds of 35-49 knots sustained are occurring**.**
- **All Units**: All non-essential military and civilian personnel secured from their duties
- **EOC**: Notify tenants and departments of TCCOR change; confirm completion of TCCOR Action Sets; report Action Set completion to BEOC when requirements are reached; continue comm checks with Destructive Weather Teams
- **ILS/EOC**: Lower colors
- **ILS**: Coordinate MRE pickup/delivery and feed plan implementation as required
- **Mess Hall**: Serve meals on holiday routine schedule, bag lunches for personnel on duty **(MCAS Futenma CO is final authority to close the Mess Hall)**
- **PMO**: Execute typhoon gate manning, Gate 3 closed, only Gate 1 open (unless closed by MCAS Futenma CO)

TCCOR 1 Emergency- Winds of 50 knots sustained or greater are occurring.
- **All Units**: All non-critical personnel movement and work activities discontinued **(NOTE** Personnel are authorized to travel to and from the dining facility while it remains open)**
- **EOC**: Notify tenants and departments of TCCOR change; confirm completion of TCCOR Action Sets; report Action Set completion to BEOC when requirements are reached; consolidate damage reports, coordinate emergency repairs as necessary
- **ILS**: Execute MRE feed plan upon closure of the Mess Hall
- **Mess Hall**: Serve meals on holiday routine schedule, bag lunches for personnel on duty until ordered to close **(MCAS Futenma CO is final authority to close the Mess Hall)**
- **PMO**: Gate 1 remains open unless closed by MCAS Futenma CO

TCCOR 1 Recovery- Winds of 50 knots sustained or greater are no longer forecast to occur. Strong winds may still exist.
- **All Units**: All non-essential functions remain closed unless opened by the MCAS Futenma CO; all but emergency essential personnel will remain in quarters
- **EOC**: Notify tenants and departments of TCCOR change; confirm completion of TCCOR Action Sets; report Action Set completion to BEOC when requirements are reached; dispatch Destructive Weather Teams to conduct initial major damage assessments and initial debris removal; provide initial major damage reports to BEOC w/in 2 hours
- **ILS**: Continue MRE feed plan if Mess Hall is closed
- **Mess Hall**: Serve meals on holiday routine schedule, bag lunches for personnel on duty until ordered to close **(MCAS Futenma CO is final authority to close the Mess Hall)**
- **Mess Hall**: (If closed) At the direction of the MCAS Futenma CO, prepare for reopening in anticipation of TCCOR – Storm Watch

Storm Watch- Winds are not forecast to exceed 50 knots sustained but there still exists a probability of high winds due to the proximity of the storm. It is also close enough that a heightened alert status is necessary should the storm deviate from the forecast track.
- **All Units**: Perform accountability checks; forward to higher headquarters w/in 2 hours if TCCOR – SW is set before 2100, report NLT 0900 the following day if TCCOR – SW is set after 2100
- **All Units**: Conduct initial damage assessments and casualty reports, forward to EOC and appropriate higher headquarters w/in 2 hours; conduct police/general cleanup of

designated areas of responsibility; priority is given to airfield cleanup to facilitate earliest resumption of normal operations

- **All Units**: If more than 3 ½ hours remain in the duty day-
    - Dining facility (if previously closed) will reopen w/in 2 hours for service
    - PMO will resume normal gate operations/hours
    - Essential military and civilian personnel will return to work
- **EOC**: Notify tenants and departments of TCCOR change; confirm completion of TCCOR Action Sets; consolidate initial unit damage/casualty reports, forward to MCIPAC BEOC and IIIMEF Battle Center w/in 2 hours; consolidate accountability, forward to G-1 and MCIPAC-OOD w/in 2 hours
- **ILS**: Continue MRE feed plan if Mess Hall is closed
- **Mess Hall**: Return to normal service w/in 2 hours if TCCOR – SW is declared with more than 3 ½ hours remaining in the duty day; prepare to return to normal service the next day if less than 3 ½ hours remaining in the duty day

All Clear-The storm is over and not forecast to return. Storm damage and debris could still present a danger.

- **Include TCCOR – SW Action Sets if MCAS Futenma moves directly into TCCOR – All Clear from TCCOR – 1 Recovery**
- **All Units**: Cleanup operations continue to allow MCAS Futenma to return to normal operations; submit work requests to respective S-4 to initiate repairs; commence regular activities
- **EOC**: Notify tenants and departments of TCCOR change; submit required reports to BEOC per prescribed timelines; secure typhoon operations after post-typhoon efforts are complete
- **ILS/Supply**: Maintain accountability of typhoon rations
- **AirOps**: Advise Facilities if sweeper truck is required to clear the flight line of debris, or coordinate with tenant as needed; notify EOC once airfield is cleared for operations

MCAS Futenma Emergency Operations Center SWIFT Chat

The MCAS Futenma EOC will initiate and monitor a Swift Chat for each typhoon beginning at TCCOR – 3.

1. Open "Swift" application on computer. Log in using "Authentication" certificate. If you receive an error, use an alternative certificate. You must use a personal CAC for Swift. Organizational Tokens will not authenticate.
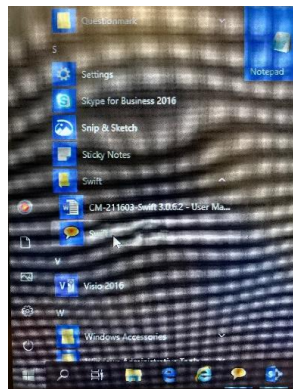
2. From Swift Window – top row of tabs > Actions > Chat Rooms > Enter Room…
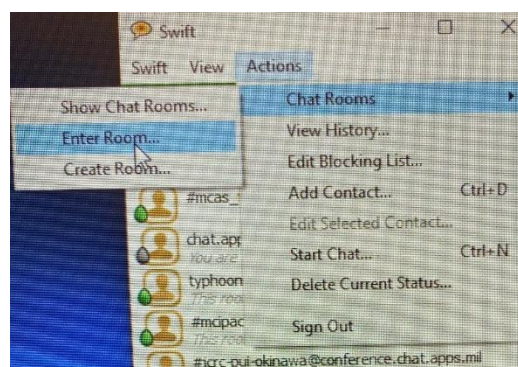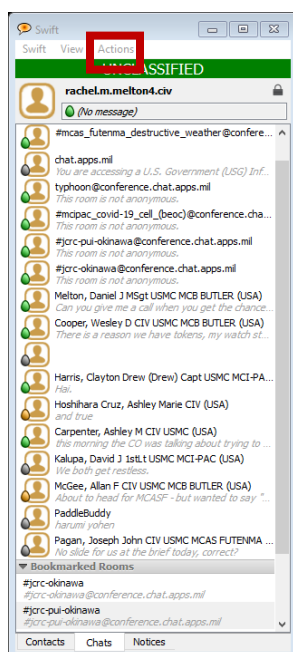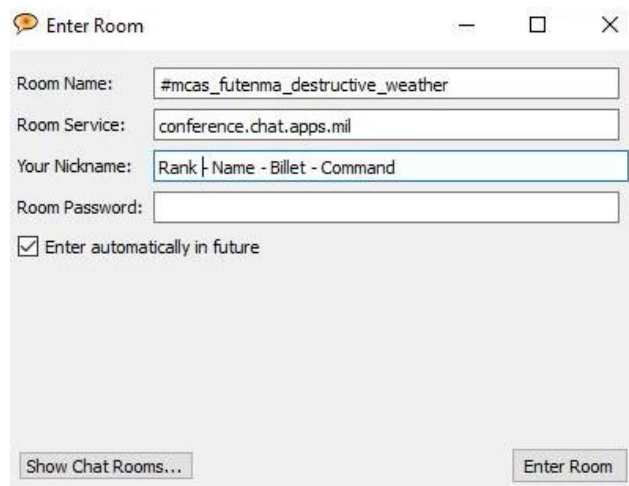

3. Enter Chat Room Details per the below:

Room Name: #mcas_futenma_destructive_weather
Room Service: conference.chat.apps.mil
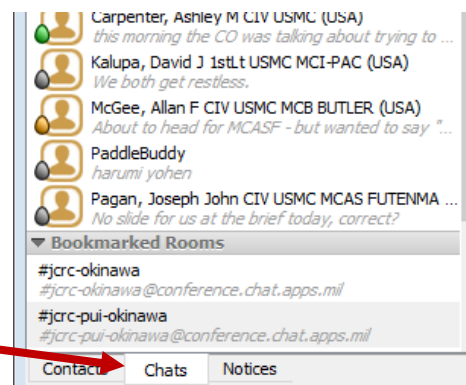Your Nickname: Rank, Name, Billet, Command
Room Password: **NONE REQUIRED**
[**CHECK**] Enter automatically in the future

4. Click – Enter Room

5. Chat Room will populate in a separate Chat Window, you may need a moderator to approve your entry. Perform Comm Check.

6. From Swift Window – bottom row of tabs > Chats

7. Right click #mcas_futenma_destructive_weather Chat Room under "Recent Chats" heading. Add to Bookmarks for future quick access.