



# SAVANNAH

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## Security\_Plan Assistance Sheet

This form was designed to be used as an outline to aid in the creation of a suitable Security Plan when applying for an Alcoholic Beverage License. This outline provides a general idea of the minimum concerns that should be addressed, but applicants are encouraged to provide as much detail as possible. It should be noted that not all concerns listed apply to all businesses. Security Plans should be typed. Applicants should also type out the question they are answering AND answer the question using complete sentences. Upon review of the Security Plan by SPD, applicants may be asked to provide additional information (in writing) before the Security Plan can be approved.

Please provide your name, establishment address and date on the security plan when submitted.

**Name:** Hilton Head Kayak Company, Inc.

**Address:** 300 West River Street; Unit #6B and 2 West Bay Street (dock)

**Date:** July 10, 2024

- 1) **Identification of days and hours of operation:** What days of the week is your business open? The Ohana will be available seven days a week, 365 days a year. For each day what time is your business open? We may run trips sunrise to sunset. In the summer, that may be as long as 10am – 9 pm.
- 2) **Specific measures and procedures to address crowd management both inside and outside the premise:** How do you make sure crowds inside your establishment remain orderly? The Ohana has a maximum capacity of 49 passengers with a Captain and a Mate, so crowd control has never been a problem. How do you ensure crowds outside (i.e. lines, smokers, etc.) your establishment remain orderly? The boat trips have assigned times, so lines outside the boat will only occur for paid passengers shortly before embarking.
  - Do you have no loitering signs, if so how many, where? We do not.
  - Do you have cameras? If so how many? Inside/ outside or both? We do not.
- 3) **Identification of any parking areas owned or controlled by establishment:** Where do your customers/patrons park when they're at your establishment? Customers will use downtown public parking spaces.
- 4) **Means of controlling access to the premises and parking area:** How does your establishment control who comes in and out of your establishment? Only paid patrons are allowed onto the Ohana. How do you control who uses your parking areas? Customers will use downtown public parking spaces.
  - a. Examples would be: cameras, security guards, signs, or gates.
- 5) **Security Staffing:** Do you use Security Guards? No. If so, how many? How often do you use them? Where they trained "in house" or by a company? If they were trained by a company, provide the name(s). Do you employ Off-Duty SPD officers? No. If so, how many and how often?

6) **Measures used to combat underage consumption of alcoholic beverages:** What do you/your employees do to ensure that individuals under that age of 21 are not allowed to buy/consume alcohol at your establishment? Pick one and EXPLAIN it.

- Clearly state how you card customers. Do you have servers calculate the age by doing the math in their head? **OR**
- Do you have a scanner where you scan the ID and it tells the employee how the subject is? **OR**
- Do you enter the date of birth in a point of sale and it tells the employee the age of the customer? Our reservationists will enter the guests' dates of birth into our reservation software which will be available to the captain and mate when checking our guests in. We'll post the Must Be Born Before information on the trip (i.e. Must Be Born Before July 11, 2003).

7) **Measures used to distinguish between patrons who are over and under the age of 21, where applicable:** Does your establishment allow individuals under 21 to enter? **Yes.** If so how do you

identify people who are 21 and over from those who are under 21 years of age? ID's will be checked before boarding the boat and a wristband will be given to those allowed to consume beer or wine.

8) **Measures and procedures to combat the risk of fire:** What is being done at your location to help ensure there are no accidental fires? The Ohana is a US Coast Guard inspected vessel. As such we are required to carry four fire extinguishers on the boat – two in the helm and two behind the bar. In addition, we have fire buckets in the console.

9) **Discuss matters related to managing emergencies, such as fires, evacuation tactics, assignment of employee duties during emergencies, and coordination with public safety:** In the event of an emergency how is your staff trained to evacuate patrons? Do certain employees have certain duties during emergencies? How does your establishment contact/ work with police and EMS during an emergency? All Captains and mates are trained in safety protocol. Training both by the US Coast Guard to obtain a captain license and internally.

- See our captain manual for details in safety protocol, call lists.
- This includes contacting 911 and Coast Guard with evacuation at appropriate docks

- The vessel has all US Coast Guard inspected vessel required safety gear on board including:

- Life Jackets
- Fire Extinguishers
- VHF Radio
- Radar
- First Aid