

Inclement Weather Protocol

INTRODUCTION

This protocol provides an overview of objectives, policies and guidelines for administering Claflin University's Inclement Weather Protocol for all students, faculty and staff on our campus. Every effort has been made to explain the details of the protocol clearly and concisely. However, due to the unpredictability of severe weather, not every situation can be anticipated or covered. Therefore, decisions may be made outside of this protocol's guidelines if circumstances warrant. Any questions regarding the information contained in this protocol should be directed to your immediate supervisor. More detailed information is available in Claflin University's Emergency Preparedness/ Recovery Plan, available on our website at www.claflin.edu/weather.

DEFINITIONS

Essential Services or Personnel: Services and employees that are considered essential to running critical functions within their operations in the event of a declared emergency. Essential personnel would be personnel that are expected to assist with the mitigation of physical conditions deemed hazardous by campus emergency services personnel. Essential personnel should remain or report to their regular office if at all possible. If necessary, transportation to the University will be provided.

Essential personnel include:

- Cabinet Members
- Plant Operations HVAC/Electrical/Maintenance Response
- Public Safety Staff
- Auxiliary Services Staff
- Residential Life Staff
- Conditional Critical Need Staff (business functions such as Payroll)
- Medical
- Designated Communications and Marketing Staff
- Food Services
- Designated Information Technology Staff
- Faculty and Staff volunteers, as needed

Inclement Weather Conditions: Extreme weather conditions that might create hazardous driving conditions or impede the normal operations of the University. These conditions include, but are not limited to, snow, ice, tornados, flooding, hurricanes and other natural perils.

Delayed Opening: During a delayed opening, University officials will publicly announce the specific time the campus will open.

Early Closing: During an early closing, the University will cease all academic classes and regular business operations.

Closure: In the event of a closed campus, all academic classes will be cancelled and regular

OPERATIONS