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Revised By:	Joshua Graves	Review Cycle/Date:	Annual
Reviewed By:	Jamie Bush	Reviewing Unit:	HCM
Title:	Inclement Weather Standard		
Description:	This document is the operating standard for inclement weather.		

Inclement Weather Standard

1. General Statement of Purpose
 - 1.1. The purpose of this document is to detail inclement weather protocol for OMES-IS employees.
2. Scope
 - 2.1. This document applies to all OMES-IS staff in times of inclement weather.
3. Discipline
 - 3.1. Administrative Standards
4. Instructions
 - 4.1. Weather-related closures and reductions in service are determined by the Commissioner of Public Safety, as authorized by the Governor. Announcements are made by county.
 - 4.2. When administrative leave due to inclement weather is declared, an email and SMS/text is sent via GovDelivery and a message is posted on www.ok.gov.
 - 4.2.1. In order to receive administrative leave notifications via email or SMS/text message, you must subscribe at the following link:
https://public.govdelivery.com/accounts/OKOMES/subscriber/new?topic_id=OKOMES_330
 - 4.3. Employees are designated by their supervisor as either essential or non-essential. If you are unsure if you are designated as essential or non-essential, contact your supervisor.
 - 4.3.1. Employees designated as essential are responsible for maintaining basic minimum services when state services are reduced due to hazardous weather conditions.
5. Limitation or Implementation Notes
 - 5.1. OMES-IS employees embedded at an agency will follow that agency's inclement weather policy.
6. References
 - 6.1. www.ok.gov
 - 6.2. Weather-related notifications:
https://public.govdelivery.com/accounts/OKOMES/subscriber/new?topic_id=OKOMES_330