NOTIFICATION STATEMENTS / ACTIONS FOR PERSONNEL DURING HAZARDOUS WEATHER CONDITIONS

I. Decision for Early Release:
   "EARLY RELEASE FOR NON-MISSION ESSENTIAL PERSONNEL WILL BE AT *_______HRS."
   - Classes continue as originally scheduled unless canceled by the DF, CW, AD.
   - Close Community Center activities including BX, Commissary, and Service Station at *_______ hrs. (Doors close at *_______ hrs and employees can depart when released by their supervisors).
   - Child Development and Youth Center begin to close, however, appropriate essential caregivers must remain until last child is picked up by parent/guardian.

II. Decision for Late Reporting:
   "LATE REPORTING, is in effect. NON-MISSION ESSENTIAL PERSONNEL WILL REPORT TO THEIR DUTY SECTION AT *_______HRS, NOT EARLIER THAN *_______HRS."
   - Classes will begin at *_______ hrs vs *_______ hrs.
   - DF, CW, AD reporting instructions will be modified so instructors and dining facility staff will report at proper times to meet mission needs.
   - BX, Commissary, and Service Station will open at *_______ hrs.
   - Child Development Center will open at normal time to accommodate mission essential personnel.

III. Decision for Base Closure:
   "THE ACADEMY IS CLOSED FOR NORMAL OPERATIONS. ONLY MISSION ESSENTIAL PERSONNEL REPORT TO DUTY SECTIONS."
   - Classes are canceled.
   - The Community Center is closed. (*= All hours tied to early release / late reporting times).

WHAT TO DO WHEN TRAPPED OUTDOORS
1. DON'T PANIC - Build a fire. Sit Down. Stay Calm. THINK
2. MAINTAIN YOUR BODY TEMPERATURE. Add layers of clothing, eat heat-producing foods (carbohydrates), find or build a shelter that will protect you from the rain and wind. Drink warm liquids.
3. USE THE FIRE to dry clothing, heat water, signal and help maintain your morale.
4. PREVENT DEHYDRATION - Drink water (3-4 quarts per day). DON'T EAT SNOW! Melt it first.
5. PREVENT HYPOTHERMIA - Watch out for cold/wet/windy conditions that cause massive heat loss.
6. DO NOT TRAVEL - Stay put and wait for rescue forces to find you.
7. SIGNAL - Use signal mirror, whistle, or flares to attract attention to yourself.
8. DO NOT GIVE UP HOPE - Rescuers WILL FIND YOU!

VEHICLE SURVIVAL KIT

VEHICLE SURVIVAL KIT (Mandatory Survival Items)
1. Blankets (wool preferred) or sleeping bags.
2. Heat source (candle, sterno, non-propane backpacker stove).
3. Matches and lighter.
4. Food - high carbohydrates, candy bars, raisins, dried fruit, peanut butter, peanuts, etc.
5. Extra clothing - wool gloves, hat, coat, pants, scarf.
6. Marine air horn or whistle.
7. Drinking water (plastic containers, 1 gal/person).
9. Always keep a full tank of gas.
11. Drinking water (plastic containers, 1 gal/person).
12. Roll of paper towels & toilet paper.
13. Always keep a full tank of gas.

VEHICLE EQUIPMENT

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VEHICLE SURVIVAL KIT

Sunglasses Personal Medications Shovel (entrenching tool)
Tool Kit Brightly Colored Tarp Reflective Triangles
Ice Scraper Tin Chain that fit Carbon Monoxide Detector
Tow Strap Come-Along Winch Sand, Gravel or Kitty Litter
Jumper Cables Emergency Road Flares for traction

Keep This in Your Car and/or Wallet at All Times