

## **FGGM Adverse Weather Status Details**

The installation's goal is to make an installation status call by 9 p.m. the night prior to the work day.

In addition to the Digital Garrison app and the Fort Meade website scroll, weather status announcements will be made on Facebook, Twitter, Instagram, Digital Garrison and the Fort Meade home page.

Local tv and radio outlets and through the recorded Meade weather line at 301-677-MEAD or 301-677-6323.

The Fort Meade Home Page will be updated when there are overnight weather events.

All weather announcements are for the Fort Meade Garrison. Tenant organizations have separate weather policies.

### **OPM Status:**

Fort Meade does NOT follow the OPM adverse weather guidance as the OPM-NCR announcements target agencies inside the "Washington Capital Beltway." OPM announcements are taken into consideration as part of the Fort Meade decision-making process but only decisions made by the Garrison Commander are announced in the Fort Meade adverse weather status.

There are five basic installation status categories: Open, Delayed Arrival, Early Departure, Office Closure and Shelter-in-place.

### **OPEN-**

The installation is currently scheduled to be open on XX/XX. Leadership will continue to monitor the weather and determine if a change needs to be made and we will make announcements at that time. Please continue to monitor our website and social media for more info. Stay safe Team Meade!

Conditions: When determined during normal duty hours that driving conditions in the Fort Meade commuting area are, or probably will become, hazardous, personnel will be released from duty; however, mission essential personnel must remain and/or report as scheduled.

**OPEN WITH OPTION FOR UNSCHEDULED LEAVE OR UNSCHEDULED TELEWORK-**

The installation is currently scheduled to be open on XX/XX. Staff have the option to use unscheduled leave or unscheduled telework. Please notify your leadership as soon as possible of your status. Please note that this is for the Garrison staff, if you work for a tenant command contact your supervisor for more information. Stay tuned to our website and social media for more information. Stay safe Team Meade!

Conditions: When determined during duty time that driving conditions in the Fort Meade commuting area probably will become hazardous, personnel who report to the regular worksite are granted weather and safety leave for the hours between the employee's typical arrival time and the final reporting time. As an alternative, eligible employees may notify their supervisors that they are using the option of unscheduled leave or unscheduled telework instead of reporting to the regular worksite, in which case they will not receive weather and safety leave.

**OPEN—DELAYED ARRIVAL —EMPLOYEES MUST REPORT TO THEIR OFFICE NO LATER THAN XX:XX—WITH OPTION FOR UNSCHEDULED LEAVE OR UNSCHEDULED TELEWORK –**

The installation is scheduled to open with a delayed arrival of XX hours. Employees must report no later than XX:XX. Employees may use unscheduled leave or unscheduled telework. Please note that some services will not be available prior to XX:XX. Please note that this is for the Garrison staff, if you work for a tenant command contact your supervisor for more information. Stay tuned to our website and social media for more information. Stay safe Team Meade!

Conditions: Announced when roads and parking lots on post are very hazardous and installation snow removal personnel require additional time to enable safe normal operations. Ordinary employees should not report to work until the scheduled time to resume normal operations regardless of their normal start time.

**EARLY DEPARTURE (STAGGERED RELEASE)-**

The installation will conduct a staggered release beginning at XX:XX. You will receive instructions from your leadership as to when your office will begin to release. This is to encourage safety and reduce traffic, please adhere to all safety protocols. Early release does not apply to telework personnel. Please note that this is for the Garrison staff, if you work for a tenant command contact your supervisor for more information. Stay tuned to our website and social media for more information. Stay safe Team Meade!

## **EARLY DEPARTURE - STAGGERED RELEASE – ALL EMPLOYEES MUST DEPART NO LATER THAN XX:XX –**

The installation will conduct a staggered release beginning at XX:XX. All employees must depart no later than XX:XX. You will receive instructions from your leadership as to when your office will begin to release. This is to encourage safety and reduce traffic, please adhere to all safety protocols. Early release does not apply to telework personnel. Please note that this is for the Garrison staff, if you work for a tenant command contact your supervisor for more information. Stay tuned to our website and social media for more information. Stay safe Team Meade!

## **IMMEDIATE EARLY DEPARTURE-**

The installation will conduct an immediate early departure. Please contact your supervisor for more information as to when your office will begin to release. Early release does not apply to telework personnel. Please note that this is for the Garrison staff, if you work for a tenant command contact your supervisor for more information. Stay tuned to our website and social media for more information. Stay safe Team Meade!

Conditions: When determined during normal duty hours that Fort Meade commuting area driving conditions are, or probably will become, hazardous, personnel will be released from duty; however, mission essential personnel must remain and/or report as scheduled.

## **OFFICE CLOSURE –**

The installation is closed on XX/XX. All emergency personnel and telework employees continue to report as necessary. All staff contact your supervisor for more information. Services may be interrupted at this time, please contact the respective service for more information. Stay tuned to our website and social media for more information. Stay safe Team Meade!

Conditions: Agencies to provide weather and safety leave to a telework program participant if the employee is prepared to work at the telework site but is prevented from safely working there due to the severe weather or emergency situation. Agencies may consider exercising their authority to grant weather and safety leave to teleworking employees on a case-by-case basis (e.g., for electricity/infrastructure /connectivity issues). An agency can choose not to provide weather and safety leave under the 5 CFR 630.1605(a)(2)(i) and (ii) exceptions when severe weather can reasonably be predicted and an employee has not taken the necessary steps to prepare for teleworking.

## **SHELTER-IN-PLACE-**

Please Shelter in Place!

Due to current weather all persons on the installation are advised to shelter in place until they are notified by officials that they may returned to their offices of worksites.

Please be advised that during a shelter-in-place emergency, personnel may be restricted to their offices for periods beyond their normal tour of duty. Employees conducting telework will continue normal operations. Please communicate with your supervisor for more information. Stay tuned to our website and social media for more information. Stay safe Team Meade!