



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON RHEINLAND-PFALZ
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AMIM-RPG-ZA

MEMORANDUM FOR All Personnel Assigned or Attached to United States Army Garrison Rheinland-Pfalz (USAG RP) to include subordinate units.

SUBJECT: USAG RP Command Policy Letter #9, Inclement Weather Procedures

1. REFERENCE:

- a. AR 385-10, The Army Safety Program.
- b. AER 385-10, Army in Europe Safety Program Management.
- c. DA PAM 385-10, Army Safety Program.

2. PURPOSE: To provide guidance to garrison personnel on Inclement Weather Procedures.

3. APPLICABILITY: This policy applies to all garrison Soldiers, Department of the Army Civilians, and Local National employees residing or working in the USAG RP community.

4. POLICY: USAG RP personnel assigned within the garrison footprint will review and be familiar with the USAG RP policy regarding inclement weather procedures.

5. PROCEDURES: When forecasted meteorological events warrant delays or closures of garrison services, a decision to delay or close facilities will be made before the close of business (COB) the day prior to the forecasted event when possible.

- a. GC is the decision authority for road conditions, delays, closures and early release for Baumholder Military Community (BMC), Coleman Work Site (CWS), Germersheim and Sembach. The GC will confer with the 86 AW/CV and MSG/CC on decisions concerning Kaiserslautern Military Community (KMC) to ensure synchronization.

- b. From 1 November to 31 March, the Directorate of Plans, Training, Mobilization, and Security (DPTMS) in conjunction with Directorate of Emergency Services (DES) will monitor weather forecasts and inform Garrison Leadership of forecasted weather events as necessary.

c. At least 24-36 hours before a forecasted inclement weather event, DPTMS in conjunction with DES and Garrison Safety Office (GSO) will monitor weather conditions and inform garrison leadership as necessary of any potential inclement weather events that may occur.

d. At least 24 hours prior to forecasted event, DPTMS will convene a working group (WG) with DES, Directorate of Public Works (DPW), GSO and Public Affairs Office (PAO) as required. The WG will provide a recommendation on delays and closures to the GC by 1430.

e. In the event the GC decides to delay or close garrison facilities, DPTMS will send ALERT! messages, notify key staff and mission partners. PAO will notify the community through available channels like social media and the Armed Forces Network (AFN).

f. DPTMS will send ALERT! messages from 0830-1630 on duty days. DES will send ALERT! messages on non-duty days and from 1630-0830 on duty days.

g. Road Conditions: From 1 November to 31 March, DES will update IMCOM-E Road Conditions website: [IMCOM Europe Road Conditions \(army.mil\)](https://www.army.mil/imcom-e-road-conditions) by 0400 hours daily. Frequency of updates may increase based on weather conditions and guidance from DES or garrison leadership. MP patrols will monitor road conditions and report the status of road conditions to the respective desk sergeant. In the event road conditions status warrants a change, the desk sergeant will notify the Provost Marshall Office (PMO) and DES director. The DES director will inform the GC of the existing conditions and make recommendations. For the Baumholder Military Community (BMC) the approval to change road conditions from Green to Amber and Amber to Green has been delegated to the Deputy Garrison Manager (DGM). DES will update the road conditions website based on the GC's decision. **Road conditions reflect on-post conditions. However, they can be an indicator of existing road conditions outside the installation. Drivers must use caution and inform their chain of command if local weather conditions differ.** Refer to Enclosure 1 for more information on road condition status.

h. Delays, Closures and Early Release: Decisions for delays or closures must be made by 0345 in order to inform the DODEA transportation office by 0400. Early release decisions will be made by 0845 in order to inform the transportation office by 0900. Note: If one school in the KMC is closed, then all DoDEA facilities in the KMC will close.

(1) Two-Hour Delay/USAG RP Late Reporting: Two-hour delay enables employees and staff to get to work safely. Management recognizes that employees live in different areas that may or may not be cleared or may have more extreme weather conditions but expect that employees are attempting to come to work on time and safely. Garrison facilities will open up to two hours later when they have enough

employees to operate that facility. All Army Child Development and School Age Centers (CDC/SAC) will open at 0730. All other Family and Morale, Welfare and Recreation (FMWR programs) will open at 0830.

(2) Early Release: When the decision is made for early release, all garrison facilities will close when feasible. All Army CDCs and SACs will remain open for mission-essential personnel only. All Army CDCs/SACs/CYS will contact non-mission essential personnel to pick up their children. Once the garrison operations are suspended and personnel are released, all FMWR programs will close. Managers should release personnel based on the distance to their residences in time waves (see below):

Local Time	Release Personnel who live:
A Hour	25+ KM from work; those who meet children from buses
A+30 Min	15-25 KM from work
A+60 Min	5-15 KM from work
A+75 Min	Remaining off base personnel
A+90 Min	On-base personnel

(3) Facility Closures: In the event the GC authorizes closure of facilities under amber road conditions, directors at the KMC and site leads at BMC may close facilities to ensure the safety of the employees and/or customers. Such closures must be reported to the DPTMS during normal duty hours and the respective MP desk after duty hours. The director of DPTMS and/or DES will notify the garrison command group of changes.

NOTE: Only FMWR outdoor recreation drivers (through the director) can make the decision to cancel trips based on safety and will then notify the KMC or BMC MP desk or DPTMS on the decision and inform their patrons.

i. Mission-Essential Personnel are determined by mission and will vary. directors will notify employees when they are considered mission essential. In general, garrison employees that would be deemed mission essential are emergency services, Department of Public Works (DPW) emergency repair, snow removal and Emergency Operations Center (EOC) operations. This is not an all-inclusive list and can be expanded based on mission. Employees will not compromise their safety to get to work whether deemed mission essential or not. Management expects that employees will come to work on time when it is safe to do so. Unless there are other missions in progress; CYS/CDCs and gyms are not considered mission essential.

j. BMC Alternate Route: It is highly recommended to avoid the Freisen Exit (exit #5) on the A61 North when traveling to BMC while road conditions are "red" or "black". The alternative routes can be found in Enclosure 2.

k. DPW will maintain snow/ice removal priority plan to ensure areas are cleared in a

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timely and efficient matter. This list is approved by the GC and should be made available to the public. DPW will execute snow/ice removal IAW their specific SOPs. The approved plan can be found in Enclosure 4 and snow and ice removal maps can be found here: [USAG RP Snow_Ice Removal Maps.pdf](#)

l. Activate DPW for snow/ice removal or preventative treatment: when conditions are favorable for snow, ice and/or black ice, the decision to activate the DPW teams may be made before COB the day prior to the event. After duty hours and non-duty days, MP patrols will report conditions for areas that require snow and/or ice removal to the Desk sergeant. Desk sergeant will notify DPW to activate snow removal.

m. DPTMS will establish EOC as required.

n. Facility managers (FACMAN) and building occupants are responsible for snow and ice removal IAW Garrison Commander Memorandum, Subject: Snow and Ice Removal on Walkways Standing Operating Procedures (25 Oct 24).

6. PROPONENT. USAG RP DPTMS is the proponent for this policy at DSN 531-2740 or email: usarmy.rheinland-pfalz.id-europe.list.usag-rp-s3-ops@army.mil

4 Enclosures

1-Road Conditions AER 385-55

2-Baumholder Inclement Weather Route

3-Inclement Weather Plan Flow Chart

4-USAG RP Snow & Ice Removal Policy



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