

POLICY NOTICE

Adverse Weather/ Emergency Closing

Office of State Human Resources

January 2015

New Policies for Adverse Weather & Emergency Closings

Winter is here and potential adverse weather conditions are looming. So, it is a great time to get up-to-date on the North Carolina's new Adverse Weather and Emergency Closing Policies which were put into effect January 1, 2015.

Goals of the policies include:

- Ensure employee safety
- Clarify issues with regard to employees reporting to work and recording work hours during adverse weather and emergency closing situations
- Facilitate the provision of essential state government services and the continuation of state government business during adverse weather and emergency closing situations

Some of the major policy changes address:

- The difference between a winter storm event and a catastrophic life threatening weather event that would justify an emergency closing
- The length of time an employee has to make-up time off from work due to adverse weather or an emergency closing

A link to **Employee FAQs** have been added to the home page of the OSHR website and within the policy sections to aid in acclimating employees to the new policies. HR Managers can also access the [Adverse Weather and Emergency Closing Webinar](#) conducted on 12/18/14.



It is important to note that the new policies will govern any adverse weather and/or emergency closings as of January 1, 2015. Any adverse weather balances/liabilities carried over from 2014 will expire 12 months from the date it was accrued and employees, as well as the HR/Payroll system for BEACON agencies, will account for that time per the former Adverse Weather policy.

For more detailed information on the policies, please click on the below links:

1. [Adverse Weather Policy](#)
2. [Emergency Closing Policy](#)
3. [Employee FAQs](#)

Now is the time to ensure all plans and procedures for communicating suspensions or closures and notifying employees are in place, in case of an adverse weather or emergency event.

Please direct any questions or concerns you may have to:

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**IMPORTANT
NOTE**

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