

WILLIAM J. HUGHES TECHNICAL CENTER
HAZARDOUS WEATHER POLICY

It is the policy of the William J. Hughes Technical Center (WJHTC) to remain open for business during periods of adverse weather (snow or ice storm, hurricanes, tropical storms, floods, etc.).

- a. If conditions on the WJHTC or forecasted conditions for the WJHTC jeopardize the health and safety of employees, the WJHTC will consider delayed openings, early dismissals, or closing.
- b. If conditions make travel to and from the WJHTC difficult or hazardous, a "liberal leave policy" will be considered.

This policy applies to all FAA Federal Employees at the William J. Hughes Technical Center. Contractor employees and Federal employees of other Agencies should consult with their immediate management for guidance.

Employees designated as "Emergency" or "Mission-Critical" must report to work in any given situation unless directed otherwise by their respective management. Contact your immediate supervisor if you are not sure if you fall into either of these categories.

As stated above, if there is an event that deems the WJHTC to delay opening, dismiss early, or close, the Technical Center Facility Manager will designate such action.

All decisions will be communicated on the WJHTC Operating Status phone number (485-6100) and on the WJHTC public website (<http://www.tc.faa.gov/ops/closings.htm>).