

GENERAL STAFF - SEVERE WEATHER

Severe Weather Facility ICS Org Chart on next page

Weather Watch: Staff should be aware that conditions are favorable for development of severe weather, including but not limited to thunderstorms, tornados, and ice/snowstorms. Be familiar with the plan should the weather severity change or the watch is upgraded to a warning.

Weather Warning: Indicates that severe weather is happening or hazardous weather is highly probable. Implement the plan as applicable to the severe weather conditions occurring in your area.

Weather Monitoring:

- Manitoba Highways Conditions 1-877-627-6237 or www.gov.mb.ca/roadinfo
- Internet Reports: www.theweathernetwork.com or www.weatheroffice.gc.ca
- Radio Stations: CKLQ 880AM, STAR 94.7FM, HOT 101.1FM, KX96.1FM
- TV channels will vary with your local TV/cable providers. Check local or Canadian Weather stations.
- Saskatchewan Road Conditions 1-306-933-8333 or www.roadinfo.telenium.ca

Winter Storm Warning:

- When a winter/severe weather is forecast or occurring, monitor TV/ radio / internet for updates and check supplies.
- Monitor road travel conditions to allow for staff that will be reporting to work or going home.
- If roads are closed, make necessary adjustments to travel or to notify your work location as necessary to arrange for staffing to maintain operations.
- Check to insure that portable radios and flashlights function.
- If there is a power outage as a result of the storm, refer to section on Power Outage.
- Assist to maintain operations as conditions permit.
- If damage to the facility occurs identify a safe area within the facility and consider internal evacuation procedures.



SEVERE WEATHER INCIDENT COMMANDER

Severe Weather Facility ICS Org Chart on next page

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Winter Storm Warning:

- When a winter/severe weather is forecast or occurring, monitor TV/ radio / internet for updates and check supplies.
- Confirm that there is adequate fuel for the generator and that it functions.
- Determine the expected duration and storm severity.
- Monitor road travel conditions to allow for staff that will be reporting to work or going home.
- If roads are closed, consult with Area Manager as necessary to arrange for staffing to maintain operations.
- Ensure access to the facility by providing for a means of snow removal.
- Check to insure that portable radios and flashlights function.
- If there is a power outage as a result of the storm, refer to section on Power Outage.
- Maintain operations as conditions permit.
- Consider re-scheduling of non-emergent ambulance transfers.
- If damage to the facility occurs identify a safe area within the facility and consider internal evacuation procedures.

Reporting Forms:

- Post Event Form-P2
- Facility Status Report Form-F5
- Incident Report Form QI-XVIII-311(a)



MANAGER - SEVERE WEATHER

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COORDINATORS and/or MANAGER(s) will:

- Ensure that all clients and staff are accounted for and safe.
- Ensure continuity of client care.
 - Are additional / replacement staff required?
 - Is overtime authorized to maintain staffing levels due to closed roads, or severe weather that does not permit travel for staff to come to work.
- Coordinate debriefing for staff / clients as required.
- Consult with the ARHA Executive, for providing the timely and correct release of information to the media.
- If the facility has been or will be evacuated; or injuries to clients occurs, then families of clients at the affected facility shall be notified of the event.
- If the event qualifies as a Critical Occurrence or Serious Workplace Incident, notify Executive member or designate as per policy QI-XVIII-311.
- Verify completion of all required forms and documentation as indicated below.**

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Reporting Forms:

- Post Event Form-P2
- Facility Status Report Form-F5
- Disaster Notification Checklist-D1
- Incident Report Form QI-XVIII-311(a)



Facility ICS – Organizational Chart

Suggested Initial Staffing for: SEVERE WEATHER

