



DEPARTMENT OF THE ARMY
UNITED STATES ARMY NONCOMMISSIONED OFFICER ACADEMY FORT DIX
BUILDING 5518 SEVER AVENUE
JOINT BASE MCGUIRE-DIX-LAKEHURST, NJ 08640-7226

REPLY TO
ATTENTION OF

AFRC-RTC-ND

14 May 2015

MEMORANDUM FOR Academy Personnel

SUBJECT: Policy Letter 16 Severe Weather

1. Reference, AR 385-10, The Army Safety Program, dtd 27 November 2013.
2. Purpose. To provide guidance concerning hazardous weather related conditions that may be prejudicial to life and property. Individual safety and welfare are the primary concern.
3. Discussion. The Commandant remains responsible to provide guidance, notification, and instructions for weather related hazardous conditions. The Commandant will issue an alert through the chain of command to ensure the each individual receives instructions for conditions that affect the duty day.
 - a. Severe weather during duty hours. In cases of early dismissal during normal duty hours, the Commandant will determine the best method and time for release, and then the chain of command will implement the release with further safety and accountability instructions.
 - b. Severe weather during off duty hours/days. Soldiers will be alert to weather conditions and make necessary plans to arrive at the duty location on time. Emergency announcements for the joint base as well as announcements made through local new stations will be utilized for situational awareness.
 - c. Delayed arrival. When notification is made for delayed arrival, Soldiers will attempt to arrive by the time set by the chain of command. If the Soldier cannot safely arrive by the specified time, the Soldier will notify the immediate supervisor for accountability and provide the estimated time of arrival.
 - d. Closure. The academy will follow installation guidance for closure. If base closure is announced, the Academy will report all closures to the 83rd USARRTC Operations Section.
4. Point of contact is the undersigned at 609-562-3619.

KIMBERLY K. KEMPER
CSM, USA
Commandant