



**NORTH CAROLINA DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
MEAT AND POULTRY INSPECTION DIVISION
Raleigh, North Carolina**

Steven Troxler, Commissioner

MPID NOTICE	9-21	11-30-21
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ADVERSE WEATHER POLICY

I. PURPOSE:

This notice clarifies the protocols to follow during adverse weather.

II. CANCELLATION:

MPID Notice 18-08 Inclement Weather Policy, dated 10-22-08

III. REFERENCES:

North Carolina OSHR State Human Resources Manual - Adverse Weather Policy Revised: February 4, 2021

IV. DEFINITIONS:

Adverse Weather Event: Snow, ice, high winds, storms, tornados, earthquakes, hurricanes, flooding, and other weather events that may create a variety of safety risks to employees, impede the ability of employees to travel to or from work, or impact the State's ability to maintain normal operations for clients, customers, patients, or the general public. Such events, also can result in significant logistical challenges, before, during and after the event, including preparation activities, loss of utilities, information technology (IT), communication capabilities, shutting down and protecting computer servers, laboratories, etc. and other critical infrastructure that may impede functioning of State agencies.

Emergency Employees: Employees who are required to work during adverse weather conditions because their positions have been designated in advance by their agency head or designee as essential to agency operations or are designated "called-in" during an event as necessary in response to an adverse weather event in compliance with the agency's emergency response plan.

Emergency Operations: Services that have been determined necessary by the agency head. These services typically fall into the areas of law enforcement/public safety, direct patient care, facility maintenance, food service, but could also include support and administrative operations and other jobs/services that are considered essential. These operations may vary depending on the nature of the situation.

V. PROCEDURES:

Due to our Agency's responsibilities, inspection employees are deemed Emergency Employees and, therefore, required to report for work during adverse weather conditions unless appropriate leave has been requested or was previously scheduled and approved by their supervisor.

Employees should be aware of adverse weather forecasts and make appropriate arrangements to arrive at work on time. Employees that are reluctant to drive in less-than-optimal conditions may need to identify alternate means of transportation for those instances.

It is the employee's responsibility to contact their supervisor in advance to request leave or administrative time if they are unable to get to work due to adverse weather. Supervisors have the discretion to approve administrative stand-by leave for adverse weather conditions on a case-by-case basis. Inspectors must make every reasonable effort to report for work and be able to defend or support those efforts to their supervisor.

Failure to make every reasonable attempt to report to work, or falsification or exaggeration of a report of adverse weather conditions to one's supervisor, could result in official disciplinary action.

Dr. Karen Beck
State Director

DISTRIBUTION:
All MPID Personnel

SUBJECT CATEGORY:
Administrative