## Message to All USDA Headquarters Employees:

As you may be aware, Tropical Storm Ernesto is expected to impact the National Capital Region (NCR) within the next 48 hours. Heavy rain is forecast for the Metropolitan area starting early Friday afternoon continuing into Saturday morning. As a reminder, there are a variety of communication tools that you can use to stay informed in the event of any type of emergency that is affecting USDA in the Washington metropolitan area. This includes announcements on unscheduled leave or closures of any USDA facilities in the NCR.

You may log onto the Be Prepared website located at <a href="http://www.usda.gov/oo/beprepared">http://www.usda.gov/oo/beprepared</a>. The USDA Operations Center updates this webpage as events unfold. You can see the operating status of USDA facilities each day, any closures of a USDA facility, and other key information that may impact your commute to or from work. Recorded information on operating status can also be found by calling the Employee Information Line at 1-800-932-1902 or 202-690-3636. For TTY services call 1-800-877-8339.

The Operations Center has agreements in place with local television stations as well as WTOP radio to post closure or delay information. You may also call your office voicemail from home to hear information related to closures or delays to any USDA Facility. If we have a government wide closure in the NCR we can post messages overnight or in the early morning on every phone at HQ with voicemail capability.

As always, I encourage you to send any questions or concerns to <u>preparedness@usda.gov < mailto:preparedness@usda.gov ></u>.

Priscilla B. Carey Director of Operations