

INFORMATION BULLETIN

Subject: Severe weather emergency procedures.

Applicability: On-Post Family housing occupants.

1. General. Fort Lee is subject to severe weather throughout the year. Severe weather (i.e. hurricanes, tornadoes, damaging winds, thunderstorms, hail, flash floods) has the potential to endanger life, destroy property and disrupt normal installation operations. The hurricane season for Fort Lee generally runs from June to November of each year. Families occupying on-post housing should prepare for severe weather, especially the hurricane season, by reading this bulletin and following the procedures outlined below.

2. Emergency Information.

a. The Directorate of Emergency Services (DES) and the Installation Operations Center (IOC) are responsible for the safety of Families in on-post housing during the preparation, response, and recovery from severe weather incidents. The IOC operates the installation's Mass Warning & Notification System (MWNS). The Provost Marshal Office (PMO) may conduct door-to-door or mobile loudspeaker notification within the Family housing areas on Fort Lee.

b. Mass Warning & Notification.

(1) Giant Voice System. In the event of a short-notice severe weather incident, the installation's Giant Voice system will transmit the following message

(a) "This is a Fort Lee early warning notification. This is not a test. There is severe weather in the Fort Lee area take shelter immediately, and tune into local media for further information. This is not a test."

(b) "This is a Fort Lee WARNING notification. A Tornado has been spotted. Take cover immediately and seek shelter. Tune in to local media for further information. If in open, move to low ground"

(2) Siren. In the event of a short-notice severe weather incident, the installation's siren system will transmit a Hi-Lo tone.

(3) Fort Lee Status Hotline. The Fort Lee Status hotline (765-2679) is a recorded message maintained by the IOC that communicates watches, warnings, weather concerns, post status changes, etc. Fort Lee Status information from the IOC can also be followed on Twitter at "leeewatch" (note there are 3 letter e's). The Fort Lee Status hotline is updated every 24 hours and more often as conditions require.

c. National Weather Service. The most accurate information on weather conditions for Fort Lee can be obtained from the National Weather Service Forecast Office- Wakefield (online at: www.erh.noaa.gov/akq/ ; via emergency/weather radio at: WXK-65, 162.475Mhz; automated 24hr forecast hotline at: 757-899-4200). When calling the automated 24hr forecast hotline follow the instructions and prompts for an in-land forecast for the Tri-City Area.

d. Local Media. On-post housing occupants are also encouraged to monitor weather information and advisories from local media on the television, internet, and AM/FM radio.

3. Preparation for severe weather. Preparation is the key to successful survival during and after severe weather incidents. Families are encouraged to visit the Ready Army website to obtain information on how to "Get a Kit, Make a Plan, and Be Informed" (<http://www.acsim.army.mil/readyarmy/index.htm>)

a. Electric, telephone (landline and wireless), internet, and water service disruption is a typical occurrence during severe weather. It is imperative that Families keep emergency equipment and supplies readily accessible. At night, keep a flashlight near you at all times.

b. Recommended emergency supplies and equipment (at a minimum):

Bottled water: at least 1 gallon daily per person (3 - 7 days)
Non-perishable food/drink: foods for infants and elderly, snack foods, non-electric can opener, outdoor cooking equipment/tools/fuel, disposable dishware and utensils (3 - 7 days)
First Aid Kit / medicines / prescription drugs
Special care items for infants, elderly, and disabled
Toiletries / Hygiene items / Moisture wipes
Flashlights with extra batteries
Battery operated radio with extra batteries
Telephones: Fully charged cell phone(s) with extra battery (fully charged) and a traditional (not cordless) telephone set
Cash: Banks and ATMs may not be available for extended periods

c. Security and preparation measures:

- Consolidate your emergency equipment and supplies.
- Fill all vehicles with fuel.
- Secure materials around your quarters that can be blown away (i.e., signs, mailboxes, garbage cans, barbecue grills, lawn furniture, etc).
- Secure windows, screens and shutters.

d. Unless notified to evacuate, remain in your quarters.

- Stay indoors and keep your children with you.
- Stay away from windows.
- Use extreme caution when opening doors and windows.
- Extinguish all open flames.
- Do not handle electrical equipment when damp or wet.

e. Preparation for evacuation.

(1) Prepare for possible evacuation to shelters on-post or off post (Fort Pickett, Fort AP Hill, or civilian lodging facilities). Unless otherwise notified by Directorate of Emergency Services or the Installation Operation Center, you should remain in your quarters and take all necessary steps to safeguard life and protect property. Be prepared to lock and secure your quarters.

(2) Pets. In the event that on-post housing residents with pets need to evacuate their homes the Fort Lee Veterinary Activity will establish a pet shelter co-located with a designated emergency evacuation center on post. Pet owners must supply a cage and subsistence/care items for their pets (food, litter and litter-box, medications, etc.) and will be required to remain in the emergency evacuation center co-located with the pet shelter.

(3) Suggested items to take with you in case of an evacuation:

Keys - Home, vehicles, storage, etc.
Important documents - in a waterproof container or watertight re-sealable bag
Pillow, blanket and/or sleeping bag for each person
Bottled water
Non-perishable snacks
First Aid Kit / medicines / prescription drugs
Special care items for infants, elderly, and disabled
Toiletries / Hygiene items / Towels / Moisture wipes
Flashlights with extra batteries
Battery operated radio with extra batteries
Fully charged cell phone with extra fully charged battery
Cash and credit/debit/ATM cards
Pet care items: ID tags, immunization records, medications, food, carrier/cage, leash, muzzle

4. All Clear. An "All Clear" message will be announced from the installation operation center via the installation's mass warning and notification system when immediate danger from a severe weather incident is no longer present.

a. *Make certain that the Hurricane has definitely passed and "All Clear" has been declared.* If the Hurricane passes directly over you, the eye of the hurricane will contain a no-wind area that appears to be a clear weather condition. This eye or lull can be deceptive. After the eye passes, winds, sometimes with greater force, will return from the opposite direction. The "All Clear" message will be announced from the installation operation center via the installation's mass warning and notification system.

b. Stay indoors and keep your children with you until you are sure that there is no danger from downed electrical wires, broken glass and other debris.

c. Don't drive unless you absolutely have to. If you must travel, drive cautiously and be alert to hazards such as debris, downed electrical wires, undermined roads and flooded areas.

d. If power has gone off for any significant time, check food for possible spoilage. Do not operate an emergency portable generator inside a garage or quarters.

e. Be alert to help prevent fires. Broken water mains and low water pressure constrain fire-fighting capabilities.

f. Stay away from damaged or disaster areas. Do not start the cleanup of your yard or around your quarters until it has been determined that it is safe to work outdoors- especially if any nearby trees are damaged.

g. Report any damage or safety hazards to Pinnacle maintenance operations, 733-1558.

5. Assistance or clarification on any of the information provided above can be obtained by contacting the Installation Operation Center (734-1584) or the Directorate of Emergency Services (734-6436). For emergencies, dial 911.