

**College of DuPage
Severe Weather Protocols**

Condition Blue

Initiating Event

- ✓ National Weather Service Storm Prediction Center issues a Moderate or High Risk for severe thunderstorms for the day one period as issued by 8:00AM Central time and again by 11:30AM and 3:00PM. Reception of information via LEADS, EMNet or by checking Internet sources at <http://weather.cod.edu/campusweather/>

Actions to be Taken Immediately

- ✓ Meteorology department forecaster will e-mail all staff with message indicating the threat for severe weather as enumerated in the Hazardous Weather Outlook or the Public Severe Weather Outlook Statement.
- ✓ If meteorology department forecasters deem that there is a significant threat for severe weather even when the area is not under a moderate risk, an e-mail will be addressed to all staff outlining the threat. This will take place on the weather server by mailing to "sr-blue@weather.cod.edu".

Ongoing Actions

- ✓ Check updated weather information throughout day and monitor for changes in outlook or the issuance of a severe weather watch.

Mail Headers

- ✓ Subject: Urgent Weather Message
- ✓ Header: An important weather information statement follows.

EVDRP members and trained weather spotters should be alert for changing weather conditions and notification of further action.

**College of DuPage
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Condition Green

Initiating Event

- ✓ National Weather Service Storm Prediction Center Issues a *Severe Thunderstorm Watch* or a *Tornado Watch*. Reception of information via LEADS, EMNet or by checking Internet sources at <http://weather.cod.edu/campusweather/> or as received by DCERN radio.

Actions to be Taken Immediately

- ✓ Automated e-mail sent to all staff with message indicating the threat for severe weather as enumerated in the watch.
- ✓ Contact members of the Emergency Disaster Response Volunteer Program (EDRVP) and prepare them for possible activation in the case of condition yellow or red.
- ✓ Begin monitoring radar information using GRLevel 3 software.

Ongoing Actions

- ✓ Check updated weather information throughout the watch period and monitor for cancellation of the watch or the issuance of a severe weather warning in DuPage or other adjoining counties.
- ✓ Return to Condition Blue upon cancellation of watch.

Mail Headers

- ✓ Subject: Urgent Weather Message
- ✓ Header: A severe weather watch has been issued for the area which includes DuPage County. Please be aware of changing weather conditions and monitor sources of weather information for additional information and warnings.

EVDPR members and trained weather spotters should be prepared for activation in the event of severe weather.

**College of DuPage
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Condition Yellow

Initiating Event

- ✓ National Weather Service in Chicago Issues a *Severe Thunderstorm Warning* or a *Tornado Warning* for areas within a predetermined polygon that would include one of the College of DuPage's campuses.
- ✓ OR DuPage County initiates Condition Yellow as received via DCERN radio.
- ✓ OR staff within the weather community at COD advises to go to Condition Yellow based upon weather radar.
- ✓ This is a conditional step and may not be used in between Conditions Green and Red.

Actions to be Taken Immediately

- ✓ E-mail will be sent to members of EDRVP highlighting threat.
- ✓ Automatic e-mail will be sent to members of EDRVP with warning information when a warning has been issued for an area to the north/west/south of DuPage as determined by a box of latitude and longitude points.
- ✓ Trained weather spotters and public safety officers will move to appropriate locations to spot for the College.
- ✓ Continue monitoring radar information using GRLevel 3 software for DuPage County weather warning.

Ongoing Actions

- ✓ Continue to monitor for cancellation of warnings or the issuance of a severe weather warning for DuPage County.
- ✓ Condition Green is still in effect until watch cancellation.

Mail Headers

- ✓ Subject: Urgent Weather Message
- ✓ Header: Severe weather may affect DuPage County shortly. Trained weather spotters are asked to begin spotting at predetermined or assigned locations. Please be aware of changing weather conditions and monitor sources of weather information for additional information and warnings.

**College of DuPage
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Condition Red

Initiating Event

- ✓ National Weather Service in Chicago Issues a *Severe Thunderstorm Warning* or a *Tornado Warning* for DuPage County. Reception of information via LEADS, EMNet or by checking Internet sources at <http://weather.cod.edu/campusweather/> or as indicated on GRLevel 3 radar software or as received via DCERN radio,
- ✓ OR a local spotter relays a report to the Police Department.

Actions to be Taken Immediately

- ✓ Automatically e-mail all staff with weather warning if it includes DuPage County AND affects one of the College of DuPage's campuses.
- ✓ Move people into shelter *if*
 - *A Tornado Warning is issued that will affect Glen Ellyn or another COD campus in the warning polygon/box.*
 - *A Severe Thunderstorm Warning is issued that will affect Glen Ellyn or another COD campus in the warning polygon/box and has forecast wind speeds greater than or equal to 70mph or hail the size of golf balls or larger (≥1.5" diameter).*
- ✓ Police will activate the all-campus severe weather alarm system. The Officer-In-Charge (OIC) will have the final decision to sound an "All Call". This "All Call" will advise all students and staff to stay in the building until an "All Clear" is given or the warning has expired.
- ✓ COD Police officers will attempt to visit each building personally if situation allows them to travel in safety.
- ✓ EDRVP volunteers will continue to spot unless conditions warrant seeking shelter.
- ✓ Continue monitoring radar information using GRLevel 3 software for DuPage County weather warning.

Ongoing Actions

- ✓ Report severe thunderstorm activity or storm damage to DuPage EOC via hotline or DCERN radio.
- ✓ Continue to monitor for cancellation of warnings or the issuance of a severe weather statements for DuPage County.
- ✓ Allow return to normal activities when the warning expires or is cancelled. Condition Green is still in effect.

Mail Headers

- ✓ **Subject: Severe Weather Warning**
- ✓ **Header: A severe weather warning has been issued for portions of DuPage County.**
- ✓ **Following are copies of the warning format:**

TORNADO WARNING AFFECTING COD CAMPUS[ES]

WARNING - EMERGENCY ACTIONS REQUIRED

A tornado warning has been issued and includes the following College of DuPage locations:

... CAPLITALIZED listing of campuses affected. (Glen Ellyn Campus is listed as MAIN CAMPUS)

This warning is in effect until XXXX.

This storm has or has the potential to produce a tornado.

If you are within the affected locations,

TAKE APPROPRIATE SHELTER IMMEDIATELY

STAY INDOORS AND AWAY FROM WINDOWS

LISTEN FOR ADDITIONAL INFORMATION FROM COD POLICE OR OTHER AUTHORITIES

*****ORIGINAL NATIONAL WEATHER SERVICE WARNING*****

[warning text here]

SEVERE THUNDERSTORM WARNING AFFECTING COD CAMPUS[ES]

WARNING - EMERGENCY ACTIONS REQUIRED

A severe thunderstorm warning has been issued and includes the following College of DuPage locations:

... CAPLITALIZED listing of campuses affected. (Glen Ellyn Campus is listed as MAIN CAMPUS)

This warning is in effect until XXXX.

This storm is has the potential to produce wind speeds of [\$windSpeed] MPH and hail up to [\$hailSize] inches.

If you are within the affected locations,

TAKE APPROPRIATE SHELTER IMMEDIATELY

STAY INDOORS AND AWAY FROM WINDOWS

LISTEN FOR ADDITIONAL INFORMATION FROM COD POLICE OR OTHER AUTHORITIES

*****ORIGINAL NATIONAL WEATHER SERVICE
WARNING*****

[warning text here]

For severe thunderstorm warnings or tornado warnings not affecting COD

*** NO EMERGENCY ACTIONS REQUIRED ***

A [severe thunderstorm/tornado] warning has been issued for parts of DuPage County.

This warning is in effect until XXXX

This storm has or has the potential to produce a tornado

[Or]

This storm is has the potential to produce wind speeds of [\$windSpeed] MPH and hail up to [\$hailSize] inches.

This lc(\$warningType) . " warning is not forecast to directly affect any of the College of DuPage campuses.

Again, *** NO *** emergency actions are required. This warning has been sent for your information only.

Use appropriate caution and listen for additional weather updates from local media outlets or a local authority.

*****ORIGINAL NATIONAL WEATHER SERVICE

WARNING*****

[warning text here]

For severe thunderstorm warnings affecting COD but below our criteria.

*** NO EMERGENCY ACTIONS REQUIRED ***

A [severe thunderstorm/tornado] warning has been issued for parts of DuPage County.

This warning is in effect until XXXX

This storm is has the potential to produce wind speeds of [\$windSpeed] MPH and hail up to [\$hailSize] inches.

"This " . lc(\$warningType) . " warning has been issued and includes the following College of DuPage locations:

Listing of locations

Again, *** NO *** emergency actions are required. This warning has been sent for your information only.

Use appropriate caution and listen for additional weather updates from local media outlets or a local authority.

*****ORIGINAL NATIONAL WEATHER SERVICE
WARNING*****

[warning text here]