



Emergency Notification Information

Option Whiskey of the pyramid alert recall is the first mechanism for notification about reporting for duty, but information will also be published by public affairs through the following mediums.

Straight Talk Center – For a 24-hour recorded message line, call 982-TALK (982-8255).
Commanders Access Channel – This is a 24-hour, on-base television info channel. Channel 12 on base cable only.

Additionally, when notifications are being made to those who are off-duty, the local media will be used. Media outlets in the Puget Sound which will receive the notification are:

Media: Radio Outlets

- KIRO (710 AM)*
- K106 (106.1 FM)
- KBSG (97.3 FM)
- KIRO (100.7 FM)
- KOMO (1000 AM)
- KNWX (770 AM)
- K96.5 (96.5 FM)
- KMPS (94.1 FM)
- KMPS (1300 AM)
- KPLU (88.5 FM)

Media: Television Outlets

- KOMO - TV 4 (ABC)*
- KING-TV 5 (NBC)
- KIRO-TV 7 (CBS)
- KCPQ-TV 13 (FOX)



File Photo

* Indicates stations which have aired McChord information.

Signals During Peacetime Disasters

To alert the base populace that threat of a peacetime disaster exists, the 62nd Airlift Wing commander will direct the command center to sound the alert warning signal. The alert signal will consist of a three to five minute steady tone on the base siren system. This signal will be sounded by the command post when the base is undergoing or is under immediate danger from a natural disaster (earthquake, volcanic eruption, etc.) or severe weather (tornado, floods, etc.).

Personnel will take immediate shelter and listen to radios, TV or public address systems for additional instructions. Since there are no designated storm shelters on-base, the base populace will take cover in their homes and work areas, as applicable.

WINTER STORM GUIDE



Daniel Thompson

7-Day Weather Forecast for McChord Air Force Base			
TODAY DEC 8		Showers	hi 44°F lo 35°F
SAT DEC 9		Scattered Showers	hi 43°F lo 26°F
SUN DEC 10		Rain and Snow	hi 34°F lo 21°F
MON DEC 11		Rain and Snow	hi 32°F lo 22°F
TUE DEC 12		Scattered Showers	hi 36°F lo 27°F
WED DEC 13		Scattered Showers	hi 40°F lo 31°F
THU DEC 14		Cloudy	hi 37°F lo 29°F

In anticipation of adverse weather

Base outlines procedures for inclement conditions

In anticipation of adverse weather conditions, which will influence absences, deviations or interruptions to normal operations please adhere to the following procedures.

These procedures apply to all military and civilian Air Force personnel (including NAF) who are physically assigned to work at McChord Air Force Base.

References to liberal leave, annual leave and administrative leave are for civilian employees. Personnel assigned to the Defense Commissary Agency and Western Air Defense Sector will follow directions issued by their supervisors.

Commanders at off-base activities who have civilian employees serviced by the McChord Civilian Personnel Flight should follow this guidance when it becomes necessary to direct closure based upon weather conditions at their respective locations.



File Photo

Emergency Employees

Certain employees occupy positions, which must be manned under all weather conditions for reasons of continuity of medical facilities, safety, national defense and other crucial operations.

Such employees' positions are designated "emergency" meaning these personnel are required to remain on duty or report to work as usual, regardless of any general announcement for excuse from reporting to work or early dismissal from work.

Commanders will determine which civilians are "emergency employee" and will record the notification in the AF Form 971, Supervisors Record of Employee. Emergency employees will follow

specific instructions issued by their supervisors regarding adverse weather.

Non-Emergency Employees

• On-duty policy: If, in the wing commanders judgment, an adverse weather condition exists or is immediately threatening the greater McChord community, he may authorize, in coordination with tenant commanders, either a liberal leave policy or an early dismissal for McChord non-emergency personnel on duty.

The McChord Command Center will relay weather-related information down the chain of command to McChord personnel.

See the reporting procedures for civilian employees on page 18 for an ex-

planation of the liberal leave and early dismissal provisions.

• Off-duty policy: If existing or impending adverse weather conditions require the wing commander to declare delayed reporting, liberal leave, or reduced operations for McChord non-emergency personnel during off-duty hours, the command center will relay weather-related information down the chain of command to McChord personnel and the declaration will be disseminated via local radio and television stations.

Personnel may also call the "Straight Talk Center" at 982-TALK for current recorded information. See the reporting procedures for civilian employees on page 18 for an explanation of the delayed

reporting, liberal leave, and reduced operations provisions.

Non-emergency personnel who are on shift and weekend work schedules should use their chain of command to obtain information concerning reporting requirements for evening and weekend work.

To facilitate rapid notification and response to all base personnel, add the following to your recall option list:

Option Whiskey

• On duty: Early dismissal for non-emergency personnel.

Off-duty options

• Off duty: All personnel report at your normal duty time.

• Off duty: delayed reporting: Non-emergency personnel authorized XX hours delay in reporting for duty. Emergency personnel report for duty/remain on duty.

• Off duty, reduced operations for base services: Non-emergency personnel DO NOT REPORT. Emergency personnel report for duty/remain on duty.

• Other Instructions (as necessary to clarify the situation): All local supervisors and managers must pay close attention to these adverse weather procedures to ensure the health and safety of all Air Force personnel with minimum disruption to our mission requirements.

For additional guidance or clarification, see Wing Contingency Action Plan, chapter 3, or contact the employee relations section of the civilian personnel flight at 982-5685 or call the 62nd Mission Support Squadron Military Personnel Flight at 982-2408.

REPORTING PROCEDURES FOR CIVILIAN EMPLOYEES

On-Duty Chart

The provisions of this chart do not apply to emergency personnel whose supervisors have notified them in advance and in writing that they are required to remain on duty regardless of weather conditions. Civilian employees must be notified of this requirement and a copy of the notice must be filed in the AF Form 971, supervisor's employee work folder.

References to excused absence mean an employee is on administrative leave.

• Early Dismissal: Non-emergency employees are excused without charge to leave for the remainder of their shift.

• If an employee was on approved leave for the entire day, no adjustment is made (leave charged for the entire day).

• If an employee was on duty and departed after official word was received, but prior to the time set for dismissal, leave is charged only from the time of departure to the time of dismissal (for example: it was announced at 1 p.m. that employees would be excused at 3 p.m.; the employee departs at 2 p.m. on annual leave; annual leave is charged from 2 to 3 p.m. and the employee is excused from 3 to 5 p.m.).

Off-Duty Chart

The provisions of this chart do not apply to emergency employees whose supervisors have notified them in advance and in writing that they are required to report for duty regardless of weather conditions. Employees should be notified and a copy of the notice filed in the AF Form 971, supervisor's employee work folders.

Announcement and regulatory implications

• Delayed Reporting: Employees should not report to work at their regular starting time. Rather, employees'

starting time is delayed by the number of hours stated in the announcement. If employees do not report at all, they are to be charged appropriate leave for the entire day.

• Liberal Leave: Employees do not have to obtain advance approval or provide detailed justification for annual leave or leave without pay.

Normal requirements to notify the supervisor of absence within prescribed time limits are suspended; however, employees must notify their supervisors that they wish to exercise liberal leave and will not be reporting for duty.

• Reduced Operations (non-emergency employees excused from work): Non-emergency employees are excused without charge to their own leave. Time cards should reflect administrative leave.

Employees who were on approved annual or sick leave for the entire day have their time cards annotated to show administrative leave.

When the wing commander dismisses employees or reduces operations at the installation, an administrative order will be issued and time and attendance forms should reflect administrative leave when authorized in accordance with the above instructions.

When an administrative order is not issued to dismiss employees or reduce operations at the base, excused absence granted for late arrivals due to adverse weather as provided above, will not be reflected on the T & A forms. The time excused will be reflected as present for duty and unexcused time will be charged to the appropriate leave account of the employee.

If employees do not report for duty at their scheduled starting times, supervisors may grant excused absence to cover the late reporting. In determining the amount of excused absence to grant employees who experience commuting delays, supervisors should consider

such factors as distance, availability and mode of transportation, and the success of other employees similarly situated in reporting for duty on time.

Supervisors who have questions about excused absence or administrative leave should consult their servicing employee relations specialist at 982-5685.



Deciphering winter weather jargon

Weather terms you will most likely hear

The following weather terms will be used during the winter season at McChord:

Weather Advisory

A special notice of observed or forecast weather conditions to alert supported agencies of weather phenomena that may impact its operation or is occurring or is expected to occur. The only weather advisory issued specifically during the winter season is for snowfall accumulating less than two inches.

Weather Watch

A special notice of forecast weather phenomena that alerts supported agencies to the potential for mission impacting weather conditions. Watches are issued for heavy snow (greater than two inches in a 12-hour period), freezing precipitation (any amount), and surface winds (greater than 50 knots). The 62nd Operations Support Squadron Weather Flight's goal is to get a weather watch out between 12 and 24 hours of the onset of

adverse weather.

Weather Warning

A special notice of observed or forecast weather conditions to alert supported agencies when an established weather condition that requires protective action is occurring or is expected to occur. During the winter, warnings are issued for heavy snow (greater than two inches in a 12-hour period), freezing precipitation (any amount), and surface winds (greater than 35 knots).

Any watches, advisories, and/or warnings will be extended if necessary or canceled when conditions are no longer favorable.

On average, the winter weather at McChord is not that bad, with average highs in the 40s, average lows in the 30s, three freezing precipitation events, and nearly 10 inches of snow.

But, extremes do occur, and the temperature can dip to as low as -6 degrees below zero! Also, snow can add up to as much as 30 inches in one month, and 15 inches in one day!

Another concern is the combination of wet pavement which can lead to "Black Ice," a potentially deadly driving hazard that can catch the unwary traveler anytime during the winter season.

Your best bet during the winter season is to stay informed of the upcoming

weather. Listen to TV/radio stations for the latest weather information or to the local National Weather Service radio broadcast or Weather Channel.

Be prepared and don't let the winter weather catch you by surprise.

— Contributed by the 62nd OSS Weather Flight



File Photo

WINTER WORKOUTS



By JULIE BONNELL
HAWC exercise physiologist

For most healthy people, winter is no excuse to get cold feet about outdoor exercise. Staying indoors, and not getting enough fresh air, exercise and exposure to natural light, can lead to seasonal depression, as well as general grumpiness.

Animal instincts say "hibernate." Therefore, people tend to eat more and gain a few pounds. Instead of regarding the dark rainy days of winter as an unfortunate barrier, make adjustments to workouts and make friends with winter!

Crisp air and overcast skies are enjoyable conditions for exercise. However, some winter precautions need to be taken. Early darkness and dangerous surfaces make some activities not worth the risk. For instance, cycling after dark is 15 to 20 times more dangerous than daylight riding.

Pedestrian injuries are also much more common at night. The best winter exercise is performed during daylight hours and away from traffic. Anyone, who must exercise in the dark or commute by bike, should wear a reflective vest to be more visible to motorists.

Dressing for success will also make winter exercising more comfortable. When dressing to go outdoors, consider the intensity of the upcoming activity.

People new to cold weather exercise often overdress, get hot and sweaty, remove layers too late, and then get chilled. A person should feel slightly cool when they first go out to exercise. After a few minutes they will warm up. At that point open a zipper or take off a layer.

Layers help a person adapt clothing to needs. Don't forget about hands, toes, ears and nose. Even if the body is warm, these areas are most vulnerable to mild or severe frostbite. Wear gloves or mittens, warm shoes and socks, and something over the head to prevent heat loss.

On very cold or windy days be sure to cover ears. All this insulation and exercise means a person will be losing quite a bit of water through perspiration and respiration as lungs humidify the cold, dry air. Therefore, be sure to drink extra fluids before, during and after an exercise session.

Finally, some health conditions are not compatible with cold, dry air. People with asthma may be better off enjoying winter through the windows as they swim indoors, or workout on indoor exercise equipment.

Additionally, people with high blood pressure and heart disease should check with their doctors about exercising in the cold. While exercise may provide a healthy stress. The additional stress of a cold environment may produce system overload.

Seattle Weather Records

For Sea-Tac Airport, 1945-1997

Temperature

All Time Record High: 100 on July 20, 1994
All Time Record Low: 0 on January 31, 1950
Most Consecutive Days:
80 and over: 15 (7/30 - 8/13/77)
85 and over: 9 (8/5 - 8/13/77)
90 and over: 5 (8/7 - 8/11/81)
32 and under: 10 (1/21 - 1/30/69)
28 and under: 6 (1/27 - 2/1/77)
25 and under: 6 (1/13 - 1/18/50)
Low Temps 32 and under: 24 (12/23/46 - 1/15/47)
Low Temps 28 and under: 12 (1/24 - 2/4/72)
Low Temps 25 and under: 11 (1/25 - 2/4/72)

Rainfall (most consecutive days):

With Rain: 33 (1/6 - 2/7/53)
With Rain (May-Sep): 11 (5/9 - 5/19/45)
With No Rain: 51 (7/7 - 8/26/51)
With No Rain (Nov-Feb): 21 (12/8 - 12/28/85)
Daily Records:
Greatest 24 Hr. Rainfall: 3.74" (10/5 - 10/6/81)
Greatest 2 Hr. Rainfall: 0.85" (10/6/81)
Greatest 1 Hr. Rainfall: 0.54" (9/8/79)

Greatest 30 Min. Rainfall: 0.35" (6/22/93)
Greatest 15 Min. Rainfall: 0.26" (6/22/93)
Greatest 10 Min. Rainfall: 0.20" (8/9/91)
Greatest 5 Min. Rainfall: 0.18" (8/9/91)
Wettest Day In Seattle: 3.41" on Nov. 20, 1959
Snowiest Day In Seattle: 20" on Jan. 13, 1950* * 21.5" fell at the Federal Bldg. on Feb 2, 1916.

Other Records:

Most Consecutive Days With Dense Fog: 13 (12/16-12/28/95)
Fastest Wind Speed: 66 mph, Nov. 13, 1981
Cloudiest Year: 1948
Sunniest Year: 1995

For more information about the weather in the surrounding area go to <http://www.wsdot.wa.gov/Rweather/>

Also on the Website is information on road conditions; pass information; cameras; radio message; weather; warnings; marine life; satellite and radar.



How to weather a winter storm

Disaster can strike at any time, are you ready?

Disaster can strike at any time. People need to be prepared to possibly live on their own for three days or more.

This means having water, food and emergency supplies. Even a moderate snowfall can keep people housebound. The following tips and checklists can help in assembling disaster supply kits for the entire family.

Water: The Absolute Necessity

Stocking water reserves should be a top priority. Store at least a two-week supply of water for each member of the family.

Everyone's needs will differ, depending upon age, physical condition, activity, diet and climate. A normally active person needs to drink at least two quarts of water each day. Heat can double that amount. Children, nursing mothers and ill people will need more. Additional water will be needed for food preparation and hygiene.

Store at least one gallon of water per person per day. Never ration water, unless ordered to do so by authorities. People can minimize the amount of water their body needs by reducing activity and staying cool.

Store water in thoroughly washed plastic, glass, fiberglass or enameled metal containers. Never use a container that has held toxic substances. Sound plastic containers, such as soft drink bottles, are best.

Before storing water, treat it with a disinfectant, such as chlorine bleach, to prevent the growth of microorganisms. Use liquid bleach that contains 5.25 percent sodium hypochlorite and no soap. Some containers warn, "Not for personal use." Disregard these warnings if the label states sodium hypochlorite as the only active ingredient and if it's used in only the small quantities in these instructions:

- Add four drops of bleach per quart of water (or two scant teaspoons per 10 gallons), and stir.

- Seal water containers tightly, label them and store them in a cool dark place.

Food: An Emergency Stockpile

If activity is reduced, healthy people can survive on half their usual food intake for an extended period or without any food for many days. Food, unlike water, may be rationed safely, except

for children and pregnant women.

Use canned foods, dry mixes and other staples right off the cupboard shelves. Though it is unlikely an emergency would cut off a food supply for two weeks, people should prepare a supply that will last that long. A two-week supply can relieve a great deal of inconvenience and uncertainty until services are restored.

Keep canned foods in a dry place where the temperature is fairly cool. To protect boxed foods from pests and to extend their shelf life, store the foods in tightly closed cans or metal containers.

Rotate the food supply. Use foods before they go bad, and replace them with fresh supplies. Date each food item with a marker. Place new items at the back of the storage area and older ones in front.

Emergency Checklist

Water, food, utensils

- Water: One gallon of water per person per day, for drinking, cooking, washing and sanitation. Store as much water as possible in nonbreakable containers, such as soft drink containers or milk jugs.

- Food: Nonperishable, needing little or no cooking; high nutrition-type

- Special dietary foods, if needed

- Eating and drinking utensils, non-breakable

- Bottle and can openers

- Water purifying tablets, two percent tincture of iodine or household bleach (hypochlorite type only)

- Heating source, such as a camp stove or canned heat stove, and extra fuel

Communication, lighting, safety

- Battery-operated radio

- Flashlights

- Extra batteries

- Lantern and fuel

- Fluorescent distress flag

- Matches (in waterproof container)

- Citizen's Band radio

- Fire extinguisher

- Work gloves

- Shovel

Clothing and bedding

- One complete change of clothing for each person, appropriate for season and weather conditions

- Sturdy work clothes

- Extra socks

- Extra underwear

- Outerwear: rain gear, coats, jackets, boots, ponchos

- Pillows

- Sleeping bag or two blankets per person

Personal items

- Washcloth and small towel

- Reading and writing materials

- Sewing kit

- Soap, toothbrushes, toothpaste, deodorant

- Small toys for children

- Hair care items

- Insect repellent and insecticide

- Mirror

- Contact lens solution

- Dentures

- Shaving kit

- Sanitary napkins and tampons

Sanitary needs

- Paper towels and toilet paper

- Liquid detergent

- Disinfectant

- Garbage can or bucket with tight-fitting lid (for emergency toilet)

- Plastic garbage bags (for lining toilet)

Baby supplies

- Clothes

- Diapers

- Milk or formula

- Powders, creams or ointments

- Bottles and nipples

- Food

- Small toys

- Sheets, blankets, rubber pads

- Portable crib

First aid supplies

Keep contents of first aid kit in a waterproof metal or plastic box. Keep medicines tightly capped.

Check periodically and replace any medication that has passed its expiration date.

- Adhesive tape rolls, two inches wide

- Applicator-sterile, cotton tips

- Antacid

- Antibiotic ointments

- Antiseptic solution

- Aspirin or aspirin substitute

- Baking soda

- Bandages-sterile rolls two and four inches wide, large triangular 37 by 52 inches, and plastic strips in assorted sizes

- Children's ibuprofen

- Cotton balls

- Diarrhea medication

- Eye medication

- First aid handbook

- Hot water bag

- Ice bag

- Iodine water purification tablets

- Isopropyl alcohol

- Laxatives

- Medical items such as spare eyeglasses, contact lens needs, hearing-aid batteries, etc.

- Medical alert tags, if needed for epilepsy, drug allergies, etc.

- Medicine dropper

- Motion sickness tablets for nausea

- Nonprescription medicines

- Nose drops (water soluble)

- Petroleum jelly

- Plastic bags with fasteners

- Prescription medicines (insulin, heart pills, etc., as needed)

- Safety pins-assorted sizes

- Scissors

- Smelling salts

- Antibacterial soap

- Splints — wooden, 18 inches long

- Table salt

- Toothache remedy

- Thermometer

- Tweezers

Papers and valuables

- Social security cards

- Birth certificates

- Marriage and death certificates

- Driver's license

- Cash and credit cards

- Wills

- Insurance policies

- Deeds and mortgages

- Stocks and bonds

- Savings and checking account books

- Inventory of household goods (photos preferred)

- Small valuables: cameras, watches, jewelry, etc.

Library

- Newspaper or emergency public information articles

- Plans for expedient shelters

- Medical self-help books

- Civil defense manuals

- Survival books

- Other reading materials

Try using backpacks or duffel bags to keep the supplies together and keep this information with all emergency supplies.

