

**FRANCIS MARION UNIVERSITY**  
**Human Resources Office**

**SUBJECT:** Hazardous Weather Policy

1/10/96

## **HAZARDOUS WEATHER POLICY**

**THE LANGUAGE USED IN THIS POLICY DOES NOT CREATE A BINDING EMPLOYEE CONTRACT BETWEEN THE EMPLOYEE AND THE UNIVERSITY. THE UNIVERSITY RESERVES THE RIGHT TO REVISE THE CONTENTS OF THIS POLICY, IN WHOLE OR IN PART.**

In the case of ice, snow, flooding or other unusual conditions indicating that a normal workday at the University will not be possible, employees should listen to local television and radio stations for appropriate announcements. If unable to receive information from television or radio, employees should call their immediate supervisors.

If hazardous weather conditions make it necessary for the President to close the University or if hazardous conditions develop during a workday and the President closes the University early, the employee, at the discretion of the President and as coordinated and approved by the department head, shall be allowed to:

- A. Make up the time lost from work at a time scheduled by the employing department;
- B. Use accrued annual leave; or
- C. Take leave-without-pay.