# Severe Weather Plan

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INTRODUCTION

The purpose of the Medical University of South Carolina (MUSC) Severe Weather Plan is to provide information to students, residents, faculty and staff regarding preparedness, mitigation, response and recovery actions for severe weather. All MUSC employees, students, contract employees, and volunteers must have a working knowledge of their department’s or college’s emergency preparedness plan. MUSC is not a designated emergency shelter and will not act as one during any severe weather event. Only designated employees will be allowed on the MUSC campus during a weather emergency. Therefore, all employees, designated and non-designated, should establish a personal emergency preparedness plan for their families. Refer to Appendix A for guidelines concerning family preparedness plans. The Severe Weather Plan will be reviewed annually.

DEFINITIONS (MUSC Human Resource Management Policy 13, Medical Center Policy A-64, and the National Weather Service)

**Designated employees:** In emergency situations, individuals who directly, or indirectly, contribute to the ability of the Medical University to provide essential services. The Governor’s declaration does not excuse designated personnel from work.

**Non-Designated employees:** Employees whose presence is required neither to carry out the altered institutional mission during the emergency nor to return to normal operation. However, these employees are expected to respond to announcements of closings in a manner consistent with human resources department policy and their respective department’s policy and procedures.

**Weather Emergency:** An announcement indicating weather conditions have advanced to a threatening/dangerous stage. This announcement means the suspected dangerous weather conditions are expected to begin within hours of the announcement.

**MUSC Alert:** Receive emergency notifications through the MUSC Alert System including SMS text messaging, voice messaging, and desktop alerts. Please register at www.musc.edu/muscalert.

**Red Ticker:** Link located on the MUSC homepage which will provide important information regarding emergency situations affecting the MUSC campus.
COMMUNICATIONS

STAY INFORMED AT MUSC!

It is the responsibility of students, faculty and staff to seek guidance regarding all severe weather events via the following resources:

MUSC ALERT:
- **Personal Devices:** In order to receive text, voice or email alerts, you must register your personal contact information at [www.musc.edu/muscalert](http://www.musc.edu/muscalert) see “Manage Your Account”
- **MUSC Email:** musc.edu accounts will promptly receive notification of emergency situations
- **Desktop Alert:** Every MUSC-networked desktop computer will receive a visual alert during an emergency (Non-networked machines, download at [https://sp.musc.edu/ocio-is/Pages/SoftwareDownloads.aspx](https://sp.musc.edu/ocio-is/Pages/SoftwareDownloads.aspx))
- **Social Media:** Facebook, Twitter

ALSO:
- **MUSC Information Line:** (792-MUSC) during any emergency event
- **View the Red Ticker:** on the MUSC homepage at [www.musc.edu](http://www.musc.edu)
- **Listen:** Tune in to local radio and news channels
SEVERE WEATHER Plan

SEVERE WEATHER and NATURAL DISASTERS

HURRICANE

The highest potential for hurricane activity in the Atlantic, Caribbean, and Gulf of Mexico occurs from June 1 to November 30. The following table depicts tropical weather hazards regarding associated wind speeds with information taken from the Saffir-Simpson Hurricane Wind Scale.

<table>
<thead>
<tr>
<th>Storm Type</th>
<th>Sustained Winds (MPH)</th>
<th>Type of Damage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tropical Depression</td>
<td>Up to 38</td>
<td>Dangerous winds could produce some damage</td>
</tr>
<tr>
<td>Tropical Storm</td>
<td>39-73</td>
<td>Dangerous winds could produce some damage</td>
</tr>
<tr>
<td>Hurricane</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Category 1</td>
<td>74-95</td>
<td>Very dangerous winds will produce some damage</td>
</tr>
<tr>
<td>Category 2</td>
<td>96-110</td>
<td>Extremely dangerous winds will cause extensive damage</td>
</tr>
<tr>
<td>Major Hurricane</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Category 3</td>
<td>111-129</td>
<td>Devastating damage will occur</td>
</tr>
<tr>
<td>Category 4</td>
<td>130-156</td>
<td>Catastrophic damage will occur</td>
</tr>
<tr>
<td>Category 5</td>
<td>157 or higher</td>
<td>Catastrophic damage will occur</td>
</tr>
</tbody>
</table>

MUSC Campus Hurricane Evacuation

The primary goal of the MUSC evacuation plan is to ensure the evacuation of students and non-designated employees of the MUSC community is conducted in an orderly manner. Upon authorization, the first phase of evacuation will begin with students followed by all non-designated personnel. Students (undergraduate, graduate, and post doctorate, excluding Residents) should begin evacuating, or be preparing to evacuate, at the announcement of cancelled classes and rotations.

Based on information gathered from the Charleston County Emergency Management Department, the South Carolina Emergency Management Division, the National Hurricane Center, and the Medical Center Disaster Coordinator, the Director of University Risk Management will determine when it is necessary to recommend the evacuation of MUSC. Once this determination is made, the Director of University Risk Management will notify the President, Vice President of Academic Affairs, and the Executive Vice President of Finance and Administration of the recommendation to initiate the evacuation plan for MUSC.
Governor Issued Evacuation: Routes with Lane Reversal

As of 2012, the Governor will no longer issue voluntary evacuations. The Governor’s declaration does not excuse designated personnel from work. All Governor issued evacuation orders will be considered mandatory and can take 24 hours or more. Evacuations will be staggered according to geographic zones and prioritized with regard to hurricane path, intensity and anticipated surge. MUSC Main Campus falls within Zone B. Be sure to consider which zone your home is in when creating your Family Preparedness Plan. Refer to Appendix B to view a map of Hurricane Evacuation zones.

To help facilitate an evacuation, South Carolina may implement a lane reversal (four lanes outbound) plan. Refer to Appendix B for a list of possible evacuation routes. This plan reverses all lanes of I-26 from the I-26/I-526 interchange in Charleston to the I-26/I-77 interchange in Columbia. These routes have been designated as evacuation routes by the South Carolina Department of Public Safety and the South Carolina Highway Patrol and should be followed accordingly. For more information regarding coastal evacuation routes and reversal plans, visit http://www.scdot.org/getting/evacuation.aspx.

TORNADO

If the threat of a tornado is imminent for MUSC’s Main Campus, information will be passed to the MUSC community as soon as possible through MUSC Alert and/or the red ticker on the MUSC Homepage. Once a tornado warning is issued for the Charleston peninsula, all personnel, students, and patients located on the upper floors of MUSC buildings should immediately relocate to ground level floors. If this is not possible, individuals should move to an area without windows and where the risk of flying debris is minimal. Areas offering the best protection during a tornado include:

- Hallways
- Bathrooms
- Storage rooms

It is imperative to use extreme caution, remain calm and listen to authorities during, before and after a tornado to avoid any unnecessary accidents. A Tornado Warning can be issued without a Tornado Watch being already in effect. Tornados typically cannot be predicted far enough in advance to evacuate the MUSC campus or cancel classes or business operations.
SEVERE WEATHER PLAN

EARTHQUAKE

Earthquakes strike suddenly, violently and without warning. You should pre-identify safe places to yield the most protection during and after an earthquake. Keep in mind the greatest danger exists directly outside buildings, at exits and along exterior walls. Most earthquake-related casualties result from collapsing walls, flying glass and falling objects. For more information about earthquake preparation visit http://www.ready.gov/earthquakes or download the South Carolina Earthquake Guide provided by the South Carolina Emergency Management Division.

**If Inside:**
- DROP to the ground,
- TAKE COVER under sturdy furniture (heavy desk or table or against an inside wall) and
- HOLD ON until the shaking stops.

Always avoid areas where glass could shatter or heavy furniture could fall. Use a doorway for shelter only if it is in close proximity to you and you know it is a strongly supported, load-bearing doorway. STAY INSIDE until the shaking stops and it is safe to go outside. DO NOT USE ELEVATORS.

**If Outside:**
Stay there. Move away from buildings, streetlights and utility wires. Once in the open, stay there until the shaking stops.

**If Trapped In Debris:**
Do not light a match. Do not move about or kick up dust. Cover your mouth with clothing. Tap on a pipe or wall; use a whistle if one is available so rescuers can hear you. Shout as a last resort as shouting can cause you to inhale dangerous amounts of dust.

WINTER WEATHER

Winter storms can damage property, create safety risks, damage infrastructure components such as power lines, and immobilize an entire region resulting in enormous economic impacts. Areas that normally experience mild winters may be impacted more severely by major snowstorm or extreme cold. Some safety risks associated with extreme winter are reduced visibility on roadways, flooding, closed highways, blocked roads, downed power lines and hypothermia.

Cancellation announcements will be made as far in advance of a predicted event as possible. The decision to cancel classes, clinical rotations, and business operations will be made after considering information conveyed by the Director of University Risk Management, gathered from weather authorities, local emergency management officials and the Medical Center Disaster Coordinator. When sufficient information has been gathered, the Director of University Risk Management will notify the Vice President of Academic Affairs and the Executive Vice President of Finance and Administration of the situation. Upon authorization, the Director of University Risk Management will work with Public Relations to make the appropriate announcements of class and business operations cancellations or delays. In addition, state government offices will follow the same winter weather hazard decisions made by the county government officials where the state office is located. See Human Resources Management Policy 13 for more information regarding expectations of designated employees. In the event classes and business operations are cancelled, it is important to note that designated employees may still be expected to work.
SEVERE WEATHER PLAN

SHELTERS

Area Shelters

Shelters are under the supervision and direction of the Charleston Chapter of the American Red Cross and the corresponding county emergency management department. The Red Cross will decide which shelters to open based on need, location, storm path and surge potential. Information regarding opening shelters will be disseminated prior to the event via:

- Local media will publicly announce shelter openings
- Search for Red Cross Shelters at http://www.redcross.org/nss/
- Download the app American Red Cross: Shelter View

For inquiries concerning shelters, contact the Charleston Chapter of the American Red Cross at (843) 764-2323

Sheltering for Students

MUSC students (undergraduate, graduate, and post doctorate, excluding residents) who are without a safe location to evacuate are responsible for notifying their colleges. Individual colleges will maintain an accurate and all-inclusive list of students in need of assistance in a weather emergency. It is the student’s responsibility to notify their respective College Dean’s Office in order to be included on this listing. At the announcement of cancelled classes and in the event students are asked to evacuate, these students should report to Basic Science Building, Room 100 to be transported to the nearest shelter. University Risk Management will coordinate with University Transportation Services to satisfy these transportation needs. Once conditions are safe as determined by state and local officials, University Transportation Services will pick up our students from the shelter(s) and transport them back to the Colbert Education Center and Library Building on the MUSC campus. Students will not be allowed to stay on campus once the decision has been made to evacuate.

Sheltering for Dependents of Designated Personnel

Accommodations for designated employees’ dependents are intended to serve as a last resort only and should not be utilized where other arrangements can be made. Accommodations for these dependents will be provided in designated areas in the Medical Center and University. These areas will be the only areas dependents are allowed to occupy. Dependents will not be allowed in other areas of the Medical Center and University. Accommodations for dependents require written justification and approval of the appropriate Medical Center Executive Director, the Clinical Department Chairman, College Dean, or the appropriate Vice President. Refer to the Shelter Authorization Form (Appendix C).

Sheltering for Pets

Pets will be allowed only in a designated area of the Ashley-Rutledge Patient/Visitor Parking Garage. These accommodations will only be available to designated employees who cannot make other arrangements. In order to accommodate the disabled, service dogs will be allowed. Refer to Boarding Facilities for Pets (Appendix D) for information on local kennels and boarding facilities.
SEVERE WEATHER PLAN

STUDENTS

It is the responsibility of students and staff to seek information regarding severe weather announcements by registering for MUSC Alert, contacting the MUSC information line (792-MUSC), tuning to the local television and radio stations, monitoring social media sites, or by clicking on the red ticker (formerly Red Button) on the MUSC home page (www.musc.edu) and the my.musc.edu homepage. For more information and guidelines during inclement weather, refer to the Student Handbook.

Class Cancellation/Resumption

The delay or cancellation of class and clinical rotations will be announced as far in advance of a predicted event as possible. **All students are considered "non-designated" personnel.** Students who are also employees of the University or the Medical Center should follow the disaster preparedness policies or guidelines of their respective departments. Faculty and staff may not ask, direct, require, or coerce any student into remaining on campus once a decision has been made to cancel classes and clinical rotations.

In the event inclement weather threatens the Charleston area, students (undergraduate, graduate, and post doctorate) should follow the instructions of University, City, County, and State authorities. The MUSC Vice President for Academic Affairs will ultimately decide when to cancel or delay starting times of scheduled classes and clinical rotations. The decision will be made after considering information conveyed by the Director of University Risk Management. Cancellations will be determined for classes and clinical rotations at the same time. Once the decision has been made, the Director of University Risk Management will then coordinate efforts to make the appropriate announcements of class cancellations or delays via available communication channels.

The Vice President for Academic Affairs will determine when scheduled classes and clinical rotations will resume and will notify the Director of University Risk Management who will coordinate efforts to publicize this information as quickly as possible. The decision to resume classes will be based on information provided by University, City, County, and State officials. It is the student’s responsibility to remain informed of such announcements.

Residents

Residents are considered "designated employees" and should follow the policies and procedures regarding designated employees (see Human Resources Management Policy 13). Residents are responsible for understanding the designated employee policies and what is expected of them during a disruption of normal business operations.
MEDICAL CENTER PERSONNEL

Responsibilities

All Medical Center employees have an obligation to be available during periods of adverse weather conditions. The Vice President of Clinical Operations will be responsible for ensuring proper allocation of nursing staff to provide coverage for all patient care areas. Refer to Policy A-64 in the Medical Center Policy Manual for more information on policies and procedures during a weather emergency. Below is a summary of employee responsibilities for the different areas of the medical center.

Patient Care Departments

Departments involved in direct patient care should make provisions for a portion of the staff to remain in the Medical Center during the emergency. For a hurricane, other sustained weather or natural disaster (e.g. earthquake), the duration of stay for staff could be 3-4 or more days.

Ancillary and Support Departments

Ancillary and support service departments should determine staffing requirements and plan accordingly. These departments should also take steps to evaluate inventories and to ensure that supplies essential to Medical Center operations are secured or provided for through suppliers/vendors.

Transportation

Medical Center Administration and Public Safety in conjunction with the Director of University Risk Management will coordinate the transportation of all designated employees to and from the medical center during the emergency. Transportation will be provided on an emergency basis only. All personnel should be encouraged to continue to use private vehicles until conditions worsen and the roads are no longer safe for travel. Parking is available through the Office of Parking Management for your convenience. For more information on transportation of personnel, refer to Policy A-64 in the Medical Center Policy Manual.
SEVERE WEATHER PLAN

UNIVERSITY PERSONNEL

Below is a summary of the responsibilities of designated and non-designated employees as mandated by Human Resources Management Policy 13. Refer to Human Resources Policy Manual for details on unauthorized leave of absence and disciplinary action.

Designated Employees:

1. During hazardous weather or other emergency conditions, designated employees must report to work and come prepared to stay (i.e., three to four days). Employees already at work can be required to stay and persons can be called back to work until the emergency is over or other staff relieves them.
2. It is required that designated employees provide their supervisors with current telephone information for contacting them during hazardous weather or other emergency conditions.
3. Designated employees who fail to comply with this policy will be subject to disciplinary action up to and including termination and/or loss of pay for the days the employee was absent.
4. Designated employees are required to protect their family members without the assistance of MUSC. This includes establishing a plan for their families assuming the designated employee will not be present. This plan should include a safe place for their family to reside during the storm, as well as transportation to this location. See Appendix A.

Non-designated Employees:

1. Non-designated employees are not expected to come to work when the Governor issues a declaration of hazardous weather or emergency conditions for the Charleston area and excuses State employees from reporting to work. See Human Resources Management Policy 13 for information regarding time missed from work due to hazardous weather or emergency conditions.
2. In the event of an emergency, a department head can request non-designated employees to remain at work to fulfill needs until designated employees arrive.
3. Non-designated employees are expected to respond to announcements of closings in a manner consistent with their respective department's policy and procedures.
SEVERE WEATHER PLAN

Closing Preparations Checklist:

✓ Clear desk tops completely
✓ Protect books, computers, and property with plastic sheeting and masking tape- contact your building engineer for plastic sheeting and tape.
✓ Secure glass, heavy and sharp objects- carefully store items so that they will not fall.
✓ Disconnect all electrical equipment. Please DO NOT disconnect the network connection to your computer (the wire with the telephone jack device connecting into the wall plate)
✓ Clear any laboratory tables and areas of all apparatus and glassware and place items into secure storage.
✓ Computers: Please copy appropriate files from your hard drive onto a storage device (i.e. flash drives, cd’s, etc.) and take the storage device with you. Remove personal property, including electronic equipment. Do not remove MUSC computers.
✓ Do NOT tape windows.

For information regarding the University’s "Hazardous Weather and Emergencies Policies and Procedures", refer to Human Resources Management Policy 13.

DEPARTMENTAL PROCEDURES

Department Business Continuity Plan

All departments throughout the MUSC Enterprise are responsible for department Business Continuity Plans (BCP). Your department BCP will provide you necessary actions to be taken to recover your area from a severe weather event. Included in these plans are emergency response team assignments, staff notification information, critical supplies needed, and vendor information, as well as other important departmental specific information. Detailed department plans are maintained by each department. A copy of each plan is available in University Risk Management. Each department should maintain a copy of their plan in their department as well. If your department has not completed a departmental Business Continuity Plan with emergency response team assignments, please contact University Risk Management.

Please forward the completed plan to the Director of University Risk Management to ensure University Risk Management has a current list of all personnel allowed on campus during a weather emergency. These designated personnel will report to their department head for assignments during severe weather.
SEVERE WEATHER PLAN

Department Emergency Response Plan

Departments are encouraged to individualize the institution's overarching emergency management strategy to meet specific departmental needs and responsibilities prior to, during and after an emergency or disaster. University Risk Management will coordinate with University Department Business Managers to identify hazards that necessitate a Department Specific Emergency Response Plan (ERP) and outline appropriate emergency management strategies. For the Medical Center, the Clinical Disaster Preparedness Program Manager and Medical Center Disaster Coordinator will work with Department/Unit managers to create ERPs for hazards identified in the Medical Center’s Hazard Vulnerability Analysis. Each ERP should address department specific needs and responsibilities.

LIMITED ACCESS TO "RESTRICTED OCCUPANCY" BUILDINGS

Restricted Buildings

In order for an employee to enter a restricted occupancy building once the decision has been made to close the university, the employee must be a designated employee and must present their Medical Center or University ID and their Emergency ID card. In order for an employee to obtain an Emergency ID card, the department head must submit to University Risk Management (phone: 792-3055; fax: 792-6607) a list of the names of the designated departmental personnel, which are required to be on campus during a storm. The list must also indicate which building the employee will be assigned. All designated personnel who enter a university building must present an Employee ID badge and an Emergency ID card, indicating they are approved to be on campus. The Employee’s ID badge will be checked against a "master" list of designated employees prepared by University Risk Management. Also, in the event dependents are allowed to be on campus during a storm, the pre-approved family members’ names must be on the master list.

In the event of a major hurricane, it is possible that the emergency power system will be interrupted for significant periods of time ranging from a few hours to days depending upon the specific building and the impact of the storm. If emergency power is available, only emergency circuits will be functional. General air conditioning systems and elevator service will not be available until normal power is restored.

Closed Buildings

During Severe Weather, some MUSC buildings which have been predetermined as not suitable to withstand hurricane force winds or rising water will be closed to all designated and non-designated personnel. Please refer to Appendix F for parameters outlining when a building may have restricted occupancy or when a building may be closed. Designated personnel with mission critical activities housed within these locations will be reassigned to other buildings prior to the arrival of hazardous weather conditions. These employees will be allowed to return to these facilities as soon as the facility is deemed safe for entry.
Appendix A: Family Preparedness Checklists

Personal Evacuation Plan

✓ Download and complete the Family Emergency Plan and Child’s Emergency Contacts Card provided by ready.gov
✓ “Know Your Zone” Refer to Appendix B to find out which Evacuation Zone your home is in
✓ Identify ahead of time where you could go if you are told to evacuate. Choose several places—a friend's home in another town, a motel, or a shelter out of the path of the severe weather event.
✓ If you have pets, plan to take them with you
✓ Identify assembly areas (near and far)
✓ Keep handy the telephone numbers of destinations as well as a road map of your locality
✓ Identify alternative routes
✓ Listen to NOAA Weather Radio or local radio or TV stations for evacuation instructions. If advised to evacuate, do so immediately.

Build a Kit

✓ Water, one gallon of water per person per day for at least three days, for drinking and sanitation
✓ Food, at least a three-day supply of non-perishable food and manual can opener
✓ Cash, ATMs may be out of service for several days
✓ Battery-powered or hand crank radio and a NOAA Weather Radio with tone alert and extra batteries for both
✓ Flashlight and extra batteries
✓ First aid Kit and essential medications
✓ Whistle to signal for help
✓ Dust mask to help filter contaminated air and plastic sheeting and duct tape to shelter-in-place
✓ Moist towelettes, garbage backs and plastic ties for personal sanitation
✓ Wrench or pliers to turn off utilities/ Written instructions on how to turn off electricity, gas and water if authorities advise you to do so (Remember, you'll need a professional to turn them back on.)
✓ Local Maps
✓ Cell phone with chargers, inverter or solar charger
✓ Protective clothing, rainwear, and bedding or sleeping bags.
✓ Special items for infants, elderly, or disabled family members.

For more information on Building a Kit go to: http://www.ready.gov/build-a-kit
SEVERE WEATHER PLAN

Preparation Checklist for High Winds

✓ Install hurricane shutters or purchase precut 1/2" outdoor plywood boards for each window of your home.
✓ Install anchors for the plywood and predrill holes in the plywood so that you can put it up quickly.
✓ Make trees more wind resistant by removing diseased and damaged limbs, then strategically removing branches so that wind can blow through.
✓ Install hurricane shutters or purchase precut 1/2" outdoor plywood boards for each window of your home.
✓ Install anchors for the plywood and predrill holes in the plywood so that you can put it up quickly.
✓ Make trees more wind resistant by removing diseased and damaged limbs, then strategically removing branches so that wind can blow through.

Action Checklist When a Hurricane WATCH Is Issued

✓ Listen to NOAA Weather Radio or local radio or TV stations for up-to-date storm information.
✓ Prepare to bring inside any lawn furniture, outdoor decorations or ornaments, trash cans, hanging plants, and anything else that can be picked up by the wind.
✓ Prepare to cover all windows of your home. If shutters have not been installed, use precut plywood as described above. Note: Tape does not prevent windows from breaking, so taping windows is not recommended.
✓ Fill your car's gas tank.
✓ Recheck manufactured home tie-downs.
✓ Check batteries and stock up on canned food, first aid supplies, drinking water, and medications.

Action Checklist when a Hurricane WARNING is issued

✓ Listen to the advice of local officials, and leave if they tell you to do so
✓ Complete preparation activities.
✓ If you are not advised to evacuate, stay indoors, away from windows.
✓ Be aware that the calm "eye" is deceptive; the storm is not over. The worst part of the storm will happen once the eye passes over and the winds blow from the opposite direction. Trees, shrubs, buildings, and other objects damaged by the first winds can be broken or destroyed by the second winds.
✓ Be alert for tornadoes. Tornadoes are likely during a hurricane and after it passes over. Remain indoors, in the center of your home, in a closet or bathroom without windows.
✓ Stay away from flood waters. If you come upon a flooded road, turn around and go another way. If you are caught on a flooded road and waters are rising rapidly around you, get out of the car and climb to higher ground.
SEVERE WEATHER PLAN

Action Checklist when a Hurricane Is OVER

✓ Keep listening to NOAA Weather Radio or local radio or TV stations for instructions
✓ If you evacuated, return home when local officials tell you it is safe to do so
✓ Inspect your home for damage
✓ Use flashlights in the dark; do not use candles

Additional Resources:

- South Carolina Emergency Management Division: http://scemd.org/
- American Red Cross, Palmetto SC Region: http://www.redcross.org/local/sc
- Berkeley County Emergency Preparedness Department: https://www.berkeleycountysc.gov/drupal/?q=emergency
Appendix B: Hurricane Evacuation Zones/Routes

Charleston, Dorchester, and Berkeley County Evacuation Zones
SEVERE WEATHER PLAN

Charleston Area Hurricane Evacuation Routes

Zone A: West of the Ashley River -- Unincorporated areas of Charleston County from the Ashley River to the Colleton County line; Atlantic Ocean to the Dorchester County Line. This includes the Town of Hollywood, Town of Meggett, Town of Ravenel, Town of Folly Beach, Town of Rockville, Town of Kiawah Island, the Town of Seabrook Island, James Island, Johns Island, Wadmalaw, and unincorporated Charleston County.

Zone B: Central Charleston -- From the tip of the Peninsula to Ladson Road; from the Ashley River to the Wando River. This includes City of Charleston, City of North Charleston, the Town of Lincolnville, Daniel Island, Thomas Island, and unincorporated Charleston County.

Zone C: East of the Wando River -- Unincorporated areas of Charleston County from the Atlantic Ocean to the Berkeley County line; Wando River to the Georgetown County line. This includes the Town of Mt. Pleasant, Town of Isle of Palms, Town of Sullivan’s Island, Town of Awendaw, the Town of McClellanville, Dewees Island, Capers Island, and Goat Island.

Zone D: Sand Hills Area -- West of Dorchester Road and the Ashley River, 17A to the Colleton County line and all areas bordering Charleston County.

Zone E: Miles Jamison/Oakbrook Area -- Miles Jamison Road, between Ladson Road, to Bacons Bridge Road: including the Lakes of Summerville, Newington Plantation, Crestwood Subdivision south to Orangeburg Road, and South Main Mobile Home Park.

Zone F: The Swamp -- Any other low-lying areas including the Cypress Swamp area, the Edisto River area and the Twin Lakes Subdivision.

Zone G:

a. Hanahan
   i. North of Woods Ave from end of road at east edge of rail yard to its intersection with Remount Rd.
   ii. North of Remount Rd from its intersection with Woods Ave to its intersection with the railroad tracks just west of Dutton Ave.
   iii. East of the railroad tracks from their intersection with Remount Rd to crossing over the Goose Creek (just south of Middle Earth Nursery and Infinger Furniture).

b. Goose Creek/Ladson/Summerville
   i. Including all homes and businesses northeast of the intersection of Hwy 52 and Camelot Dr, continuing along Ryan Dr and Holly Ave across to Westview Blvd (includes buildings on both sides of Camelot Dr, Ryan Dr and Holly Ave).
   ii. Crowfield Plantation from Westview Blvd near Holly Ave across I-26 along Ancrum Rd to its intersection with Hwy 78.
   iii. Northeast of Hwy 78 from its intersection with Ancrum Rd (Ladson Rd) to its intersection with Hwy 17A (Main St) in Summerville.
   iv. Southeast of Hwy 17A (Main St/S Live Oak Dr) from its intersection with Hwy 78 to its intersection with Cypress Gardens Rd.
c. **Whitesville/Pimlico/Cordesville**  
   i. South of Cypress Gardens Rd from its intersection with Hwy 17A (S Live Oak Dr) to its intersection with Pimlico Blvd.  
   ii. South of Pimlico Blvd from its intersection with Cypress Gardens Rd through to its end.  
   iii. The area east of Wappaoolah Plantation and west of the Cooper River, north of Pimlico Blvd and south of Mepkin Abbey.  
   iv. Southeast of the railroad tracks from the Cooper River by Pimlico to its intersection with Hwy 402.

d. **Huger/Cainhoy/Wando**  
   i. South of Hwy 402 from its intersection with the railroad tracks near Cordesville to its intersection with Hwy 41 (Hwy 402 becomes Steed Creek Rd).  
   ii. Southwest of Steed Creek Rd from its intersection with Hwy 41 to its intersection with Halfway Creek Rd.  
   iii. West of Halfway Creek Rd from its intersection with Steed Creek Rd to its intersection with Guerins Bridge Rd.  
   iv. West of Guerins Bridge Rd from its intersection with Halfway Creek Rd to its intersection with Wando River (just after Drew Ln).  
   v. Northwest of the Wando River from its intersection with Guerins Bridge Rd to its intersection with Nowell Creek, with the addition of Patterson’s Academy.  
   vi. North/northeast of Nowell Creek from its intersection with the Wando River to its intersection with Rebellion Farms Pl.  
   vii. Northeast of Rebellion Farms Pl from its intersection with Nowell Creek to its intersection of Clements Ferry Rd.  
   viii. Northeast of Yellow House Pl from its intersection with Clements Ferry Rd to the Cooper River (across from the Goose Creek).

**Zone H:**

a. **Huger, Cordesville, Pimlico**  
   i. Northeast of Steed Creek Rd from its intersection with Halfway Creek Rd and its intersection with Hwy 41.  
   ii. North of Hwy 402 from its intersection with Hwy 41 (Steed Creek Rd becomes Hwy 402) and its intersection with the railroad tracks near Cordesville.  
   iii. Northwest of the railroad tracks from its intersection with Hwy 402 to its intersection with the Cooper River.  
   iv. North of Pimlico Blvd from its beginning near the Cooper River to its intersection with Cypress Gardens Rd with the following exception:  
      1. The area east of Wappaoolah Plantation and west of the Cooper River, north of Pimlico Blvd and south of Mepkin Abbey is in ZONE G.

b. **Whitesville, Summerville**  
   i. North of Cypress Gardens Rd from its intersection with Pimlico Blvd to its intersection with Hwy 17A (S Live Oak Dr).  
   ii. Northwest of Hwy 17A (S Live Oak Dr/Main St) from its intersection with Cypress Gardens Rd to the edge of the county.

c. **Summerville, Lebanon, Pringletown**  
   i. Northeast of the Berkeley-Dorchester county line from Hwy 17A (Main St) in Summerville to the western county line.
SEVERE WEATHER PLAN

d. Ringletown, Sandridge, Cross, Eadytown
   i. East of the Berkeley-Dorchester county line and Berkeley-Orangeburg county line from Pringletown to Lake Marion.
   ii. Southeast of the Santee River from Lake Marion to Belle Isle Rd.
   iii. West of Belle Isle Rd from the Santee River to its intersection with Hwy 45.

e. Pineville, Russellville, St Stephen, Alvin, Jamestown, Shulerville
   i. Southwest of Hwy 45 from its intersection with Belle Isle Rd to its intersection with Schurlknight Rd.
   ii. North of Schurlknight Rd from its intersection with Hwy 45 to its intersection with Peaceful Woods Rd.
   iii. West of Peaceful Woods Rd (becomes Greenwood Dr) from its intersection with Schurlknight Rd to its intersection with Hwy 17A.
   iv. South of Hwy 17A from its intersection with Greenwood Dr to its intersection with Tiger Corner Rd.
   v. Southwest of Tiger Corner Rd from its intersection with Hwy 17A to its intersection with Horse Island Rd.
   vi. West of Horse Island Rd from its intersection with Tiger Corner Rd to its intersection with Yellow Jacket Rd.
   vii. South of Yellow Jacket Rd from its intersection with Horse Island Rd to its intersection with Slash Rd.
   viii. West of Slash Rd from its intersection with Yellow Jacket Rd to its intersection with Halfway Creek Rd.
   ix. Northwest of Halfway Creek Rd from its intersection with Slash Rd to its intersection with Steed Creek Rd.

Zone I:

a. Shulerville, Honey Hill, Jamestown, Alvin, St Stephen
   i. East of Halfway Creek Rd from its intersection with Forest Rd 200 (on the Berkeley-Charleston county line) to its intersection with Slash Rd.
   ii. East of Slash Rd from its intersection with Halfway Creek Rd to its intersection with Yellow Jacket Rd.
   iii. North of Yellow Jacket Rd from its intersection with Slash Rd to its intersection with Horse Island Rd.
   iv. East of Horse Island Rd from its intersection with Yellow Jacket Rd to its intersection with Tiger Corner Rd.
   v. Northeast of Tiger Corner Rd from its intersection with Horse Island Rd to its intersection with Hwy 17A.
   vi. North of Hwy 17A from its intersection with Tiger Corner Rd to its intersection with Greenwood Dr.
   vii. East of Greenwood Dr (becomes Peaceful Woods Rd) from its intersection with Hwy 17A to its intersection with Schurlknight Rd.
   viii. Southeast of Schurlknight Rd from its intersection with Peaceful Woods Rd to its intersection with Hwy 45.
   ix. Northeast of Hwy 45 from its intersection with Schurlknight Rd to its intersection with Belle Isle Rd.
   x. East of Belle Isle Rd from its intersection with Hwy 45 to the Santee River.
   xi. Southwest of the Santee River from Belle Isle Rd to its intersection with the Berkeley-Charleston county line.
   xii. Northwest of the Berkeley-Charleston county line from its intersection with the Santee River to its intersection with Halfway Creek Rd.
Appendix C - Shelter Authorization Form

Shelter Authorization Form

Employee Name: _________________________________

Department: _________________________________

Number of Dependents Needing Shelter: ______

Name of Dependents: ________________________
Relation: ________________________
Age: ______

Reason:

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SEVERE WEATHER PLAN

Appendix D: Boarding Facilities for Pets for Designated Employees

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<th>Types of Animals</th>
<th>Location</th>
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<td>West Ashley</td>
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<td>Charleston Pet Resort</td>
<td>Dogs, Cats &amp; Small Animals</td>
<td>West Ashley</td>
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<td>Dogs &amp; Cats</td>
<td>James Island</td>
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<td>Howl A Day Inn of Trolley Road</td>
<td>Dogs &amp; Cats</td>
<td>Summerville</td>
<td>875-8746</td>
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</tbody>
</table>

Recommendations:

- Depending on the conditions, these clinics are subject to availability. Therefore, it is recommended you call in advance to reserve a place for your pet.
- These clinics have priority lists, as well as “first come first serve” lists. To increase your chance of boarding your pets, you should tell the clinics you are a MUHA/MUSC designated employee and must remain in Charleston during a storm.
- It is also recommended you visit the facility first, and allow your pet to get used to the surroundings, before boarding your pet.

Pet Care Checklist

✔ SkyKennel/Crate
✔ Leash, Collar ID Tag, Harness
✔ Food & Water Bowls/ Dry food and Water (enough for three days)
✔ Health Record (Rabies Certificate)
✔ Photo of yourself and pet together
✔ Litter box/ Litter for cat, Newspaper for dog
✔ 3 Bath Towels
✔ Garbage Bags
✔ Medications
✔ Toys and other comfort items
APPENDIX E: Considerations for Individuals with Disabilities and Functional Needs

There are a number of considerations that must be addressed to fulfill our collective responsibilities regarding the architectural, programmatic, and communications rights of individuals with disabilities and others with access and functional needs. Ensuring a safe work environment for individuals with disabilities is a priority of MUSC. The University operationalizes the requirements of this priority by encouraging the inclusion of special needs of and specific processes for individuals with disabilities in all emergency planning. It is the responsibility of individual departments to ensure the implementation of the following considerations.

Individuals with disabilities must:

✓ Notify your chair, professor or supervisor of your need for assistance during an evacuation or severe weather event
✓ Carry assistive devices needed in an incident (cell phones, text pagers, etc.)
✓ Inform your chair, professor, or supervisor on how they can best reach you and communicate to you during an incident

Deans, chairs, faculty, supervisors, and other cognizant personnel must:

✓ Know who has limitations that might require special considerations during an evacuation or severe weather event
✓ Recognize that individuals who are deaf or hard of hearing may not be aware of evacuation updates.
✓ Add high-risk individuals to the fax or blast e-mail lists to provide a source of clear communication about an incident, include all possible means of communication
✓ Discuss intended procedures with those involved

For information regarding personal planning for individuals with access and functional needs go to: http://www.ready.gov/individuals-access-functional-needs
**SEVERE WEATHER PLAN**

**APPENDIX F: Building Status**

The Water Factor & Wind Factor

**Category 1 - Normal Forward Speed (15 mph)**

(At Mean Sea Level)

Wind Factor: Can building withstand 74-95 mph winds? (Not exceeding 30 ft.)

<table>
<thead>
<tr>
<th>Building # and Building Name</th>
<th>Estimated Storm Surge</th>
<th>Ground Floor Elevation</th>
<th>Depth of Surge</th>
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<td>106 Quad F Building</td>
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<td>850 Psychiatric Hospital</td>
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Sources:
1) Sea, Lake, and Overland Surges from Hurricanes (SLOSH) Model; NOAA/Nat'l Hurricane Center
2) Ground Elevation Data & Emergency Power Data; MUSC Engineering and Facilities Department
3) Wind Data; MUSC Engineering and Facilities Department

*RO: Restricted Occupancy  * If a building is not listed above, the building is deemed "Closed" when an evacuation is ordered.

In the event of a major hurricane, it is possible that the emergency power system will be interrupted for significant periods of time ranging from a few hours to days depending upon the specific building and the impact of the storm. If emergency power is available, only emergency circuits will be functional. General air conditioning systems and elevator service will not be available until normal power is restored.

Revised 07/19/2016
In the event of a major hurricane, it is possible that the emergency power system will be interrupted for significant periods of time ranging from a few hours to days depending upon the specific building and the impact of the storm. If emergency power is available, only emergency circuits will be functional. General air conditioning systems and elevator service will not be available until normal power is restored.

### SEVERE WEATHER PLAN

**The Water Factor & Wind Factor**

(At Mean Sea Level)

Wind Factor: Can building withstand 74-95 mph winds?  (Not exceeding 30 ft.)

<table>
<thead>
<tr>
<th>Building # and Building Name</th>
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<th>Ground Floor Elevation</th>
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**Sources:**
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2) Ground Elevation Data & Emergency Power Data; MUSC Engineering and Facilities Department
3) Wind Data; MUSC Engineering and Facilities Department

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## SEVERE WEATHER PLAN

**The Water Factor & Wind Factor**

### Category 2 - Normal Forward Speed (15 mph)

(At Mean Sea Level)

Wind Factor: Can building withstand 96-110 mph winds? (Not exceeding 30 ft.)

<table>
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<tr>
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SEVERE WEATHER PLAN

The Water Factor & Wind Factor

(At Mean Sea Level)

Wind Factor: Can building withstand 96-110 mph winds? (Not exceeding 30 ft.)

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### SEVERE WEATHER PLAN

The Water Factor & Wind Factor

**Category 3 - Normal Forward Speed (15 mph)**

(At Mean Sea Level)

**Wind Factor: Can building withstand 111-130 mph winds? (Not exceeding 30 ft.)**

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SEVERE WEATHER PLAN

The Water Factor & Wind Factor

(At Mean Sea Level)

Wind Factor: Can building withstand 111-130 mph winds? (Not exceeding 30 ft.)

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SEVERE WEATHER PLAN

The Water Factor & Wind Factor

Category 4 - Normal Forward Speed (15 mph)
(At Mean Sea Level)

Wind Factor: Can building withstand 131-155 mph winds? (Not exceeding 30 ft.)

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SEVERE WEATHER PLAN

The Water Factor & Wind Factor

(At Mean Sea Level)
Wind Factor: Can building withstand 131-155 mph winds? (Not exceeding 30 ft.)

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### SEVERE WEATHER PLAN

**The Water Factor & Wind Factor**

**Category 5 - Normal Forward Speed (15 mph)**

**Wind Factor: Can building withstand 156+ mph winds? (Not exceeding 30 ft.)**

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**Sources:**
1) Sea, Lake, and Overland Surges from Hurricanes (SLOSH) Model; NOAA/Natl Hurricane Center
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### SEVERE WEATHER PLAN

**The Water Factor & Wind Factor**

(At Mean Sea Level)

**WindFactor:** Can building withstand 156+ mph winds? (Not exceeding 30 ft.)

<table>
<thead>
<tr>
<th>Building # and Building Name</th>
<th>Estimated Storm Surge</th>
<th>Ground Floor Elevation</th>
<th>Depth of Surge</th>
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<tr>
<td>105 Quad E Building</td>
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