

CMAST Policy on Hurricanes

CMAST will follow the hurricane safety plan guidelines for Carteret Community College (CCC). Below is an excerpt from the CCC safety plan regarding hurricane procedures, with modifications for CMAST and communication with NCSU main campus.

The National Weather Service can usually provide 12 to 24 hour advance warning prior to a hurricane actually striking a specific area.

- A “hurricane watch” is issued when a hurricane becomes a threat to coastal areas. Everyone in the area covered by the “watch” should listen for further advisories and be prepared to act promptly if it is upgraded to a “hurricane warning”, or an evacuation order is issued.
- A “hurricane warning” is issued when hurricane force winds (74 MPH or greater) are expected in a specific area within 24 hours. Precautionary measures should begin immediately.

Hurricane Watch

When a “hurricane watch” is issued, the maintenance department and Campus Security will take the following actions.

Maintenance

1. Check battery powered equipment. Ensure emergency lighting and fire alarm systems back-up batteries are fully charged and operating. Ensure that fresh batteries are available in case of extended power outage.
2. Ensure emergency generators are working and adequate fuel supplies are available for extended operation.
3. Ensure adequate supply of plastic sheeting and duct tape is available if needed to cover computers and electrical equipment.

Campus Security

1. Ensure all necessary emergency equipment is available and in good working order (radios, flashlights, cellular phones, etc.)
2. Complete any necessary arrangements for extended stay on campus.

Hurricane Warning

When a “hurricane warning” is issued and the threat is eminent, the CCC President will suspend classes and close the campus. Before evacuating the campus, CMAST personnel shall have specific duties to perform.

Administrative Services

1. Prepare records for safe storage.
2. Store all loose objects.
3. Monitor all department functions to ensure proper procedures are being followed.
4. Assist as needed.

David Eggleston, CMAST Director
Policy is effective May 1, 2007

Laboratories

1. Connect freezers and refrigerators to electrical back-up outlets located along the hallway walls—turn freezers to their coldest setting.
2. Cover computers, microscopes, etc. with plastic as necessary. Plastic sheeting, bags and duct tape are available from Mr. Ernie Yeager in room 110.
3. Secure chemicals and flammables in proper storage lockers.
4. Secure all loose items that could become airborne in cabinets.
5. Close window shades and blinds; close and lock laboratory doors.

Boats

1. Locate all boats at the warehouse on Lockhart St.
2. Secure batteries in warehouse and gas tanks in outdoor storage shed.
3. Secure loose items that could become airborne.

Break Room

1. Store all loose and breakable objects.
2. Turn freezers to their coldest setting.

Maintenance

1. Remove all loose objects from the premises, (trash cans, cigarette butt containers, portable signs, etc.) and store them inside.
2. Fuel any vehicles that may be needed after the hurricane passes. Fuel may not be available due to power outage.
3. If time permits, check all roof drains to clear any blockage which might obstruct heavy run-off.

Campus Security & Reporting

1. Direct traffic as needed for orderly evacuation.
2. Check campus buildings to ensure all windows are closed and locked, blinds and drapes are closed, and all office doors are closed and secured.
3. Leave intrusion alarms off to avoid false alarms due to high winds.
4. Lock-off and secure elevators.
5. Complete damage assessment as soon as possible when hurricane passes and report to:
 - (i) CCC Director of Construction and Renovation (Pam Olsson, 252-723-8535 cell, 252-222-6156 o) or the CCC Manager of Plant Operations (Terry Murphey, 252-723-0071 cell, 252-222-6321 o), and
 - (ii) NCSU Director of Insurance & Risk Management (Jim Semple, 919-515-6122).In their absence refer to the Emergency call list (p 9) of the CMAST Safety Plan.

Janitorial Services

1. Move all housekeeping equipment, supplies, etc. from hallways and store in supply rooms.
2. Store all loose and breakable objects.

All Employees

1. Be calm, work hastily to complete preparations and evacuate.

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2. Store all breakable objects in offices.
3. Assist police by closing windows, blinds, drapes, and outer office doors. This will aid in slowing down possible flying glass, etc.

Employees of CMAST who are forced to evacuate their homes or who need to seek a safe haven during a hurricane may use the CCC McGee Building for this purpose. A Campus Security Officer will be on duty. Employees who elect to seek safety on the campus should bring their own non-perishable food and beverages, a flashlight, and blankets or sleeping bag. The following information from the National Weather Service hurricane categories may be helpful in making such a decision.

Hurricane intensity is measured on a scale of 1 to 5; which include:

Category	Wind	Storm Surge
I	75-95 MPH	4-5 FT.
II	96-110 MPH	6-8 FT.
III	111-130 MPH	9-12 FT.
IV	131-155 MPH	13-18 FT.
V	156+	19+

Should a category IV or V hit our area it would be prudent to seek shelter further inland as these storms are extremely devastating.