Information

Annex for Reporting Severe Weather to the Louisville Office of the National Weather Service

Effective

January 28, 2013

Applicability

This policy applies to the University Community (administrators, faculty, staff, and students).

Administrative Authority

Vice President for Finance and Administration/Chief Financial Officer

Responsible Unit

Emergency Management

Department of Public Safety

University of Louisville

Louisville, KY 40292

502.852.7379

https://louisville.edu/police/emergency-management

History

Version 1.0 effective January 28, 2013

Revised Date(s): August 3, 2023

Reviewed Date(s):

Categories

Statement:

Introduction and Assumptions:

During a situation where severe weather has impacted the university (on any campus) a report should be made to the Louisville Office of the National Weather Service. This information provides historical information to the university and also assists the Weather Service in classifying and defining storm impacts.

Conditions Warranting Reporting:

The following weather conditions should be reported to the Louisville Office of the National Weather Service (NWS):

- Tornados or Funnel Clouds.
- Damaging winds (i.e., winds that blow down trees, power lines, etc.) or winds greater than 50 mph.
- Hail that is nickel size (0.88") or larger.
- Flooding of buildings or major roadways.
- Major snowfall or ice accumulation.

Reporting Methodology:

Reporting weather conditions as outlined above shall be made by email or phone. If the weather conditions have the potential to cause loss of life or injuries should be reported via phone if possible.

- Telephone - 800-292-5588
- Email - nws.louisville@noaa.gov
- Facebook - http://www.facebook.com/US.NationalWeatherService.Louisville.gov

Department Actions:

Department of Emergency Management

The Department of Emergency Management is the primary notification unit for severe weather for the University. Even though information may be obtained from other units, the Emergency Manager or Designee will notify the NWS. Once the primary notification is made, the Emergency Manager or Designee will notify the other persons with notification responsibilities to prevent duplication of the report. The Emergency Management Coordinator is the secondary notification unit for the University.

Responsibilities:

Units with Assigned Responsibilities:

Office of Emergency Management