

Inclement Weather Procedure

1. Rationale or background to policy:

CPLF recognizes that Inclement Weather may temporarily prevent the availability and operations of CPLF services. As these situations can, at times, create difficult and dangerous travel and work conditions, this may interfere with the normal business operation of CPLF. CPLF places importance on maintaining staff and client safety, while continuing to deliver essential services for CPLF clients.

2. Policy Statement:

CPLF recognizes the fact that inclement weather and other emergencies can affect the agency's ability to open for business and the staff's ability to get to work. The safety of our individuals and staff is paramount in any emergency.

3. Procedures: Guidance in support of day-to-day decisions

CPLF empowers staff, clients, and/or guardians to decide for themselves if there is an Inclement Weather. The process for describing Inclement Weather conditions is as follows:

1. CPLF staff feel uncomfortable with Inclement Weather.
2. CPLF staff communicate to their supervisor that they feel uncomfortable conducting their duties as normal.
3. Supervisor considers the validity of the Inclement Weather rationale. The Right to Refuse Unsafe Work Policy can provide direction for supervisor decision to accept the Inclement Weather rationale from the staff.
4. If the Inclement Weather rationale of the staff is valid, the supervisor will provide accommodation if possible.

Agency Closure: Inclement Weather may force the closure of the administration offices as determined by the C.O.O. Operations will continue remotely.