

## Travel Advisory Definitions and Explanations

<b>TRAVEL ADVISORY</b>	Caution is advised since hazardous driving conditions could be encountered.
	Employees must report to work or must charge to their time off accruals.*
<b>NO UNNECESSARY TRAVEL</b>	Hazardous driving conditions do exist and no unnecessary travel should take place. A matter of individual's judgement.
	Employees must report to work or must charge to their time off accruals.*
<b>ROADS CLOSED EXCEPT FOR ESSENTIAL TRAVEL</b>	This is a <i>State of Emergency</i> declared by either the Sheriff or the Chairman of the Legislature. Very hazardous driving conditions exist and can threaten life and/or property.
	Employees must report to work or must charge to their time off accruals.*
<b>ROADS CLOSED EXCEPT FOR EMERGENCY TRAVEL</b>	This is a <i>State of Emergency</i> declared by the Chairman of the Legislature. Extremely hazardous driving conditions exist and are immediately threatening to life and/or property. Travel must be limited to travel that is an emergency to protect or preserve life and/or property, and is limited to emergency vehicles or vehicles or persons on their way to or from performing an emergency act associated with the preservation of life or property.
	Employees must report to work or must charge to their time off accruals* unless the worksite(s) is closed for employees. Employees designated by the County as Critical (CSEA -Article 40) will be notified to report work. Employees designated by the County as Collateral (CSEA-Article 40) will be notified to report to work, if possible. - NYSNA: To report as directed by the Public Health Director / or designee - Management/Management Confidential: To report as directed by the Chairman/County Administrator or designee
<b>STATE OF EMERGENCY DECLARATION BY GOVERNOR OF NYS</b>	The Governor declares a <i>State of Emergency</i> when there is a belief that a disaster has occurred or may be imminent that is severe enough to require State aid to supplement local resources in preventing or alleviating damages, loss, hardship or suffering.
	Employees must report to work or must charge to their time off accruals.*
<b>NOTIFICATION TO EMPLOYEES</b>	Notification will be made if the work location is closed due to an emergency or weather event through the following means: 1. Hyper-Reach (County's Mass Notification Service) 2. News Media: Oldies 101.5, News Channel 3, 5 and 9 and Spectrum News 10 3. Cortland County Legislator and Department of Emergency Response and Communications Facebook Page 4. Department phone trees <b>*Sheriff and DOERC employees are to report to work in accordance with their respective departmental policies.</b>