

June 16, 2008

<b>DIRECTIVE:</b> JOB CORPS INFORMATION NOTICE NO. 07-30
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**TO:**                    ALL JOB CORPS NATIONAL OFFICE STAFF  
                          ALL JOB CORPS REGIONAL DIRECTORS  
                          ALL JOB CORPS CENTER DIRECTORS  
                          ALL JOB CORPS CENTER OPERATORS  
                          ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
                          ALL OUTREACH, ADMISSIONS AND CTS CONTRACTORS

**FROM:**                Esther R. Johnson, Ed.D.  
                          National Director  
                          Office of Job Corps

**SUBJECT:**            Hurricane Preparedness

1.     Purpose. To ensure that the Job Corps community is prepared for the 2008 hurricane season.
  
2.     Background. The Atlantic hurricane season, which begins June 1 and lasts until November 30, is expected to be near-normal or above-normal according to the National Oceanic and Atmospheric Administration (NOAA) Climate Prediction Center (CPC). For 2008, the outlook indicates a 60 to 70 percent chance of 12 to 16 named storms, including 6 to 9 hurricanes and 2 to 5 major hurricanes (Category 3, 4 or 5 on the Saffir-Simpson Scale). The Job Corps community should take measures now to ensure that centers are prepared for hurricanes.
  
3.     Action. Centers located in coastal states are required to maintain emergency plans that include procedures for managing operations in a hurricane. Center operators, Center Directors, and safety staff should review, evaluate, and update existing emergency plans based on experiences in previous years. The following Web sites provide information that will enable centers and the greater Job Corps community to prepare for hurricanes:
  - a.     NOAA National Hurricane Center, <http://www.nhc.noaa.gov/>
  
  - b.     Federal Emergency Management Agency (FEMA) Hurricane 08 Season, [http://www.fema.gov/hazard/hurricane/hu\\_season08.shtm](http://www.fema.gov/hazard/hurricane/hu_season08.shtm)
  
  - c.     Centers for Disease Control and Prevention (CDC) Hurricane Health & Safety, <http://www.bt.cdc.gov/disasters/hurricanes/>

- d. Department of Homeland Security Ready America,  
<http://www.ready.gov/america/beinformed/hurricanes.html>

Addressees are to ensure that this Information Notice is distributed to all appropriate staff.

4. Expiration Date. Until superseded.
5. Inquiries. Direct all inquiries to Marsha Fitzhugh at (202) 693-3099 or e-mail [fitzhugh.marsha@dol.gov](mailto:fitzhugh.marsha@dol.gov).