

May 19, 2010

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 09-90
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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: EDNA PRIMROSE
National Director
Office of Job Corps

SUBJECT: 2010 Hurricane Preparedness Reminder

1. Purpose. To ensure that the Job Corps community is prepared for the 2010 hurricane season.
2. Background. The 2009 Atlantic hurricane season, after a rather slow start, was considered a below-average season, which produced the fewest storms since 1997. Noted hurricane forecasters, Dr. Phillip Klotzbach and Dr. William Gray, predict that the 2010 Atlantic hurricane season, which begins June 1 and lasts until November 30, will be an above-average season with 15 named storms, 8 hurricanes, and 4 major hurricanes (Category 3, 4 or 5 on the Saffir-Simpson Scale).

In accordance with Job Corps Policy and Requirements Handbook (PRH) Chapter 5, Section 5.20, R3, all Job Corps centers are required to prepare an emergency action plan (EAP) to address both natural and man-made disasters. Centers located in areas that experience the effects of tropical storms and hurricanes should have EAPs that include procedures for managing operations during a hurricane.

3. Action. Job Corps centers located in coastal areas are encouraged to review Job Corps Information Notice No. 07-30, "Hurricane Preparedness," released June 16, 2008, Job Corps Information Notice No. 08-51, "2009 Atlantic Hurricane Forecast and Seasonal Outlook," released June 4, 2009, and Job Corps Information Notice No. 09-08, "2009 Hurricane Preparedness Reminder," released August 24, 2009, for information on preparedness measures and useful Internet resources.

Center operators, center directors, and safety officers should review existing emergency action plans to ensure that procedures are in place to address the following:

- a. pre-hurricane preparations;
- b. shelter-in-place;
- c. center evacuation and closure;
- d. state and local emergency response procedures; and
- e. post-hurricane recovery.

The following websites provide information that will enable centers and the greater Job Corps community to prepare for hurricanes:

- a. Federal Emergency Management Agency (FEMA) Ready website, <http://www.ready.gov>
- b. FEMA, <http://www.fema.gov/hazard/hurricane/index.shtm>
- c. National Hurricane Center, Hurricane Preparedness, http://www.nhc.noaa.gov/HAW2/english/disaster_prevention.shtml
- d. Centers for Disease Control and Prevention (CDC), Emergency Preparedness and Response, <http://www.bt.cdc.gov/disasters/hurricanes/>
- e. American Red Cross, <http://www.redcross.org/>

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

4. Expiration Date. Until superseded.

5. Inquiries. Inquiries should be directed to Marsha Fitzhugh at (202) 693-3099 or fitzhugh.marsha@dol.gov.