



NSU Campus Email Announcement

From: Emergency Operations Task Force
To: NSU Faculty/Staff & Students
Subject: Emergency Preparedness Information
Date: September 2, 2010

HURRICANE EARL UPDATE

The National Weather Service predicts that the impact of Hurricane Earl will reach the Hampton Roads region late tonight with winds in the 40 mph range throughout the late night and morning hours. The forecast still calls for moderate rainfall associated with the storm. As with any storm of this kind, there is a high likelihood of downed tree limbs and power outages.

In response to this forecast, we are taking the following steps:

- NSU will close all buildings except residence halls at 10:00 pm tonight;
- We are asking all students to remain inside their residence halls between midnight and 7:00 am

All essential personnel should report to work at their pre-assigned times tomorrow morning.

As of this update, we will be open on time tomorrow morning, September 3 and all classes will be held, the dining halls will open on time; and bus transportation will operate. University officials appreciate your cooperation as we weather this storm together. Be safe and take care of each other.

We are continuing to monitor the situation and are prepared to make changes as needed. Detailed instructions about how to prepare for hurricanes is available at <http://www.ReadyVirginia.gov>. Below find simple guidelines to help you to protect property:

BASIC INCLEMENT WEATHER PREPAREDNESS

ALL NSU FACULTY AND STAFF are responsible for protecting office equipment, i.e., computers, printers, televisions, video equipment, copiers, etc. within their offices and common areas. If your computer's CPU is stationed on the floor, use old books to raise it up about two inches. Cover printers and computer monitors with heavy plastic.

Lock up and secure important files. Even if your office is not located on the first floor, if high winds blow out windows on upper floors, flooding can still occur from rain being driven by high winds.

If your office or department has use of a state vehicle, all state vehicles should be fully serviced: gasoline and oil. Vehicles should be placed throughout the campus to avoid damages at one central location.

All faculty and staff should secure their office spaces: unplug electronic equipment, i.e., computers, television sets, radios, etc. Cover computers in plastic sheathing.

Lock file cabinets and place documents, disks, flash drives and other files in plastic covering.

Check the entire office to ensure that equipment is protected and offices, file cabinets, etc. are locked and

secure.

Remember: *Emergency Preparedness is Everybody's Responsibility*. Don't Be Afraid. Be Prepared.

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