

# 1011: BAD WEATHER

## PURPOSE

1. The provisions of this section are designed to ensure the maintenance of public services during periods of bad weather without endangering public safety.

## APPLICATION

2. This applies to all Government of Nunavut (GN) employees.

#### PROVISIONS

- 3. People living in arctic conditions can expect to work, as well as travel to and from work, in bad weather.
- 4. The GN has a duty to the public and its employees to maintain essential services for the protection of the health and safety of the public, the prevention of damage to plant and equipment and to administer the court system.
- 5. Employees have a duty to report for work on all scheduled work days except when GN offices have been officially closed or when the employee is unable to report to work due to impassable road conditions, the absence of public transportation or any other acceptable reason caused by bad weather.
- 6. The decision to temporarily suspend services or close some or all GN community offices must be approved by persons with the authority to do so. The decision should be formally communicated over the community radio station and, wherever possible, posted on the GN computer network and social-media sites.
- 7. Essential service employees will continue to work or to report for work in accordance with the departmental emergency services plan.
- 8. In the absence of a formally announced GN office closure, employees must assume that they are expected to be at work.
- 9. Depending on the bad weather, a Deputy Head may decide to close all or a portion of the department's operation and by formal notice communicate that decision to affected employees.



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- 10. Depending on the location of GN community offices in relation to employees' places of residence, a Deputy Head may instruct affected employees by formal notice to disregard the community-wide office closure announcement and report to, or remain at work.
- 11. In the case of essential services, the Deputy Head may vary the employees' normal shift hours and where necessary, provide employees with sleep over facilities to ensure the provision of essential services. Such arrangements will form part of the department's emergency services plan which will be communicated in advance to affected employees. Any change in the employees' normal shift hours will be subject to the applicable overtime, stand-by rates and other similar pay provisions.
- 12. The officially announced departmental or community-wide office closure does not apply when the employer provides employees with emergency vehicle transportation to and from work.
- 13. When the GN officially announces a departmental or community-wide office closure due to bad weather, employees will be considered to be on authorized leave with pay.
- 14. When an employee is unable to report for work due to local impassable road conditions, the absence of public transportation, or any other acceptable reason, the employee will be considered to be on special leave utilizing earned special leave credits.
- 15. The Deputy Minister of Human Resources is responsible for the overall application and administration of the provisions of this section, including:
  - Deciding whether to close all or part of GN services in a community, in consultation with the designated community based officials;
  - Communicating this decision to the Department of Executive and Intergovernmental Affairs to ensure a Weather Bulletin is posted on the GN computer network and social-media sites; and
  - Communicating with all other affected GN departments and local radio stations.
- 16. Deputy Heads are responsible for:
  - Developing departmental essential services plans to deal with bad weather;



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- Assessing the effect of an announced community-wide closure on the department's operation and determining whether to close part or all of the department's operations;
- Communicating the decision to affected employees;
- Providing essential service employees with emergency vehicle transportation or sleep over facilities as may be needed; and
- Informing the Deputy Minister of Human Resources of the department's response to bad weather.
- 17. In Iqaluit only, the Director of Nunavut Emergency Services, or their delegate, is responsible for liaising with the appropriate municipal officials and providing advice to the Deputy Minister of Human Resources.
- 18. The following factors will help inform a closure decision:
  - i. Visibility less than 200 meters;
  - ii. Constant wind speed exceeding 60 kilometers per hour;
  - iii. Wind chill index of -50 degrees Centigrade or greater;
  - iv. Status of road clearing and any municipal decisions to remove road clearing machinery from roadways;
  - v. Availability of taxi or other publically available transportation services in the community.
- 19. Notwithstanding Section 18, if a municipal corporation declares its roads closed, the Deputy Minister of Human Resources will immediately issue a community- wide closure. The closure will remain in effect until such time as the municipal corporation declares the roads open again.
- 20. If an employee fears for his/her safety if required to travel to their place of work in bad weather, he/she may stay home and charge the absence as a leave day.

#### CONTACTS

21. For further information or clarification, please contact:

Director, Employee Relations and Job Evaluation Department of Human Resources Iqaluit, Nunavut (867) 975-6211