**THE CONTINUUM**

**TROPICAL WEATHER PLAN**

**EMERGENCY INSTRUCTIONS FOR GRADUATE AND FAMILY HOUSING APARTMENTS**

All residents will be alerted by the Graduate and Family Housing staff to make preparations for a tropical weather condition or other emergency situation. Residents are requested to keep their radios tuned to WRUF FM 103.7, WRUF AM 850, or WUFT FM 89.1 and their televisions tuned to WCJB TV 20 on Cox Cable channel 7 for local advisories and general information and to check the Department of Housing and Residence Education website <[www.housing.ufl.edu](http://www.housing.ufl.edu)>, and UF website <www.ufl.edu> for real time updates. The following procedures are recommended in order to provide the maximum amount of safety and protection for those residents residing in our Graduate and Family Housing apartments.

PREPARATION BEFORE THE TROPICAL WEATHER CONDITION OR OTHER EMERGENCY

 1. All items including beds should be pulled away from the windows whenever possible. Desktop computers, printers, TVs multiplug adapters and other electronics should be placed off the floor, preferably in a closet. All electrical items should be unplugged, except refrigerators. Laptop computers and cell phones should be fully charged prior to the arrival of the tropical weather condition.

 2. Since the floors can get wet, all articles such as shoes, rugs, clothes, bags, suitcases, etc., should be placed off the floor on closet shelves or in dresser drawers.

 3. All loose objects should be placed in drawers or closets. Papers, books, etc., should not be left on the tops of desks or dressers.

 4. Valuables (computers, TVs, etc.) should be placed in closets or dresser drawers located away from windows. All doors should be locked when the occupants are not in the apartment.

5. During the peak of the tropical weather condition, electronics including computers and televisions should be disconnected from electric outlets, cable TV jacks, DHNet jack, phone/modem jacks and elevated above floor level.

 6. Make sure all windows are closed tightly. Do not open or “crack” windows in attempt to “equalize” or “balance” pressure within the room or building. Opening windows does not help with pressure. This only creates additional forces inside the building which can lead to structural damage. Open all blinds (regardless of style) and curtains. This is to permit as much light as possible to enter the room in the event of a power loss and to minimize damage should window breakage occur. Do not tape windows or modify or cover windows in any manner without permission from Graduate and Family Housing staff. In the event that winds are predicted to reach tropical storm force (39 mph or greater) residents are directed to remove any items away from under windows as a precaution against water leaks.

 7. Any resident who owns a car should see that the emergency brake is set. If you have an automatic, make sure the car is in park. If you have a manual (stick-shift), you should put the car in reverse gear. All windows should be closed and the car locked. All cars must remain in assigned parking areas.

 8. Each resident should provide his/her own flashlight in case of power failure. Do not use candles under any circumstances; fire is uncontrollable during a tropical weather condition.

9. Residents should provide themselves with necessary food items for a three day period. Items that do not require cooking or refrigeration are usually best. (See item 6 in next section for food service information).

PROCEDURES DURING THE TROPICAL WEATHER CONDITION

 1. It is essential that all residents stay indoors throughout the entire tropical weather condition or other emergency situation. Residents must not leave their living units until directed to do so by the Graduate and Housing staff. During the peak of the storm, for maximum protection, residents should close room and/or bedroom doors and remain in the hallways.

 2. Residents should remain away from danger areas, such as the glass windows and doors in the lobby areas of the apartments or the living rooms of the apartments.

 3. Residents should not attempt to open windows or doors to see what is happening outside.

 4. Report all accidents, injuries, broken windows or excessive water to the Community Assistant, Area Coordinator, or the Assistant Director of Housing.

 5. Cell phone calls should be made only in case of emergency, such as those mentioned in item #4.

 6. Whenever possible, food service facilities will be open within the single student residence areas. Housing units not having food service facilities will be provided food if the emergency period extends beyond 24 hours. Residents are encouraged to provide for their own food requirements for the initial period of the emergency, usually three days.

If everyone remains calm, stays inside and observes all of the above instructions and precautions, the danger will be minimized.