


**EXECUTIVE ORDER 2017-2**  
**INCLEMENT WEATHER**

In accordance with Personnel Policy 1.03 (Emergency Conditions), non-essential personnel are not required to report to work, unless otherwise directed by their general manager, as follows, due to inclement weather.

This order is in effect for all New Castle County offices and facilities, excluding essential and emergency services.\*

- Early closing. New Castle County offices will close at \_\_\_\_ (a.m./p.m.) on \_\_\_\_.
- Delayed opening. New Castle County offices will have a delayed opening on \_\_\_\_\_.
- Closing. New Castle County offices will be closed on Tuesday, March 14, 2017.**
- Libraries and Activity Centers. New Castle County libraries, recreation centers, senior centers, and other county facilities will be closed on Tuesday, March 14, 2017.**

  
\_\_\_\_\_  
Matthew Meyer  
New Castle County Executive or Designee

March 14, 2017  
Date

\*In preparation for maintaining essential and emergency services, the general managers, council president and row officers will designate their employees as essential or non-essential and so advise the employees. As a general guide, essential employees, as well as those who are needed as support personnel, are those who directly perform emergency services, protect and maintain County property, and/or prepare county facilities and operations to resume normal functions when the Executive Order is terminated. However, determining whether an employee is essential is often dependent upon the situation at hand, conditions set forth in the Executive Order, and the emergency being addressed.

Employees will be paid in accordance with Personnel Policy 1.03 (Emergency Conditions) and appropriate collective bargaining agreements.