

## Important Phone Numbers During Winter Weather

Work Control Center  
610-683-1594

## Other Facilities Numbers

Facilities Office  
610-683-4120

Facilities Fax  
610-683-4686

Public Safety and  
Police Services  
610-683-4001 (Emergencies)

Visit us on the web at  
<http://www.kutztown.edu/admin/facilities/>

KU Severe Weather Information:  
Hotline: 610-683-4649  
Employee Hotline: 610-683-4191

KU Severe Weather Website:  
<http://www.kutztown.edu/weather/>



### *Physical Facilities is committed to :*

- Maintaining and enhancing a comfortable and safe environment which enables the campus community to live, learn and work.
- Promoting teamwork and communication.
- Recognizing and acknowledging the contributions of our co-workers to campus life.
- Offering professional development opportunities.
- Continuing a tradition of quality service and craftsmanship in support of the goals of the University.

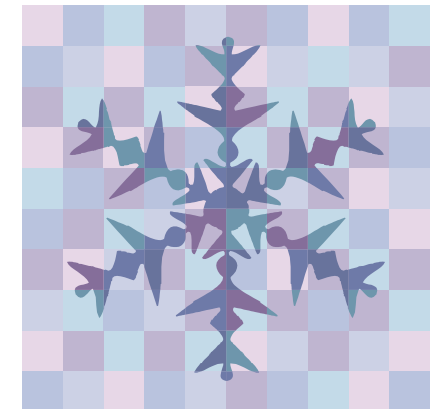


### *Snow and Ice Management Goals*

- Provide the best possible customer service.
- Create and prioritize procedures for removal of snow and ice on campus pathways, roadways and parking lots.
- Define best practices for dealing with snow and ice removal challenges resulting from inclement and/or erratic winter weather conditions.
- Provide the safest conditions possible during a snow and ice event given the resources at our disposal.
- Reduce University liability exposure to the greatest degree possible.



## Quick Guide to the Facilities Snow and Ice Management Program



### **K.U. Facilities Hours of Operation**

**Administrative Offices**  
Monday-Friday, 8 a.m. to 4:30 p.m.

**Work Control Center**  
Monday-Friday, 7:30 a.m. to 3:30 p.m.

**After-Hours Emergencies**  
Public Safety and Police Services  
7 days per week/24 hours per day  
610-683-4001

## KU Facilities

### Snow and Ice Management Program

#### What Can You Expect?

Bare roads and sidewalks are not always possible before University classes are scheduled. Facilities crews will begin snow and ice removal operations as early as necessary to attempt to meet this goal. The decision to begin a snow and ice removal operation is a coordinated effort involving Facilities, Public Safety and Police Services and KU administrators.

Response time will depend on several factors including the moisture of the snow, timing and duration of the storm, and whether the storm contains freezing rain and blowing snow. Full recovery after a snow and ice event can take from several hours to several days.

The timing of a storm can also affect when crews will begin their cleanup. Facilities snow crews will make every effort to keep the campus as clear as possible, but the campus community should exercise caution during any extreme weather conditions. Winter weather is unpredictable and personal responsibility for your safety is a key component in preventing injury.

The duration of a storm can play an important role in snow removal operations. Storms that last for an extended period of time require all available resources to keep campus roadways and high priority areas passable. For extended duration storms, Facilities may need to reduce the overall coverage area significantly in order to address the highest priority areas. Every attempt will be made to return to normal snow removal operations as quickly as possible. Snow removal efforts will continue even after the snow and ice are no longer falling. Snow removal efforts after an extended storm event may take significantly longer to restore all areas of campus to passable conditions.

Top priority will be given to major campus roadways, primary walkways and entrances to buildings, and parking lots. Primary walkways and entrances are designated in The Campus Accessibility Map

located on the [Disability Services](#) web page. That document will also serve as a guide to high priority areas.

Secondary priority will be given to loading docks, service entrances, secondary building entrances, other sidewalks and walkways and incidental use or low frequency use areas.

Facilities, like all campus departments has limited resources to accomplish its daily mission. All reasonable efforts are made to keep roadways, parking lots, and walkways in passable condition for pedestrian and vehicular traffic on campus. However, since our resources are limited, we ask the campus community to exercise caution and take personal responsibility for their own safety in inclement weather.

#### Winter Tips

Respect parking restrictions. Snow removal efforts take much more time when vehicles are parked in restricted areas.

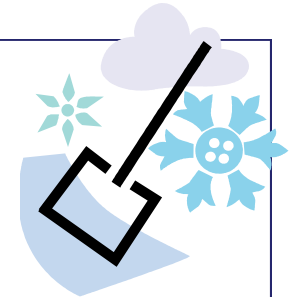
Freezing rain and wet snow create the most difficult conditions for pedestrians, motorists, and snow removal crews. Students, faculty, staff and visitors are advised to use extra care in traversing campus.

Ensure vehicles are properly prepared for winter weather. Check tires, carry a shovel, and park in areas that have already been plowed where possible.

*Our complete Snow and Ice Management Plan can be found on our <http://www.kutztown.edu/admin/facilities/>*

#### Services NOT provided by Facilities:

- \* Pull personal vehicles out of snow banks/shovel them out of windrows.
- \* Jump start vehicles.
- \* Snow removal from pedestrian "cow paths".



## Did you know?

The Facilities snow

team has been preparing and training for winter weather since August! KU Facilities holds a "Snow Academy" in preparation for winter weather. The Snow Academy features weekly training sessions and planning exercises using materials from The American Public Works Association, Snow and Ice Management Association, and other colleges, universities and public works organizations from across the country. Facilities employees also attend conferences, webinars, and read publications and training materials related to snow and ice management programs to give the University community the best possible service.