

# Tornado

During the late spring, summer, and early fall, there are possibilities of tornados developing in this area. The National Weather Service, if consulted, will give adequate time to employ safety measures. The warning system is broken down into three basic elements:

**1. Original Alert:**

A time span is generally given to be aware tornados could develop within existing weather patterns.

**2. Tornado Watch:**

The National Weather Service issues this when conditions are favorable for the development of tornadoes in and close to the watch area. Their size can vary depending on the weather situation. Tornado Watches are usually issued for duration of 4 to 8 hours. They normally are issued well in advance of the actual occurrence of severe weather. During the watch, people should review tornado safety rules and be prepared to move to a place of safety if threatening weather approaches

**3. Tornado Warning:**

This is issued when the radar indicates a tornado or spotters sight a tornado; therefore, people in the affected area should seek safe shelter immediately. They can be issued without a Tornado Watch being already in effect. They are usually issued for duration of around 30 minutes.

A Tornado Warning is issued by your local National Weather Service office (NWFO). It will include where the tornado was located and what towns will be in its path. If the tornado will affect the near shore or coastal waters, it will be issued as the combined product--Tornado Warning and Special Marine Warning. If the thunderstorm, which is causing the tornado, is also producing torrential rains, this warning may also be combined with a Flash Flood Warning. If there is an ampersand (&) symbol at the bottom of the warning, it indicates that the warning was issued as a result of a severe weather report. After it has been issued, the affected NWFO will follow it up periodically with Severe Weather Statements.

These statements will contain updated information on the tornado and they will also let the public know when warning is no longer in effect. Monitor a radio station to keep up to date. Should a warning be announced that a tornado is in the vicinity of the hotel, the following steps should be taken immediately:

1. The hotel operator (front desk) will notify all Department Heads via telephone and radios. Department Heads are responsible for their employee's safety and should make them aware of the situation in a calm and distinct manner, requesting that persons stay where they are, move away from all glass, and move to the south-west corner of the area they are in, and to lie on the floor under heavy objects. Anyone outdoors should move indoors immediately.

Stairwells, guest room bathrooms, banquet bathrooms, employee breakroom, and housekeeping are all safety areas for guests and employees.

2. Department Heads are responsible for their employees on property and need to account for all of their employees.
3. The front desk should notify all guest rooms with necessary instructions. Please call all occupied rooms starting from the top of the building down.
4. After an "all clear" is received, re-contact all areas and announce all clear.

**In the event of a tornado affecting the hotel such as damage where the hotel cannot function properly, please notify the IHG Warm team. Their contact info is located in the emergency contact list in the Crisis Management Binder.**