



## Base Openings, Delayed Openings & Closures



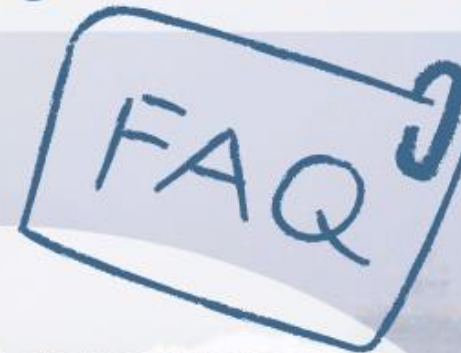
**Where can I find information regarding Base openings, delayed openings & closures?**

During adverse weather conditions, a decision will be communicated by 6 a.m. (Atlantic) via:

- **CFB Halifax Storm Line**  
 902-721-8325
- **12 Wing Shearwater Storm Line**  
 902-720-1305
- **Base Social Media**  @BaseHalifax  
 @CFBHalifax  @cfbhalifax\_bfchalifax
- **MCAN email** (if applicable)



## Base Openings, Delayed Openings & Closures



**What does a  
“Base closure”  
really mean?**

Although a Base closure may be announced due to adverse weather, **Base properties are never 100% closed**, as CFB Halifax must ensure operational readiness and the provision of emergency and critical services to its on-site and live-in members at all times. When the Base Commander ‘closes’ the Base, it means that:

- Any **non-essential vehicular or pedestrian traffic** on Base properties is restricted;
- Personnel required on-site for the **progression of critical work**, as identified by their Commanding Officers, are to follow that instruction; and
- Members employed in **specific roles that cannot be left vacant** will still be required to report for duty unless they have made alternate accommodations with their supervisors.



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What does a  
“Base delayed opening”  
really mean?

When a delayed opening of the Base is announced, it means that the **Base is not ready to open to all members** given current weather conditions, but that **conditions across the region/on Base may change throughout the day to enable more widespread access**. In these circumstances, the initial delayed opening notification will be released by 6 a.m. via the Base storm lines, MCAN email (if applicable) and Base social media channels (Facebook @BaseHalifax, Twitter @CFBHalifax and Instagram @cfbhalifax\_bfchalifax).

Should there be a reassessment and the Base is to further delay opening or remain closed for the day, that **change will generally be communicated approximately one (1) hour prior** to the indicated opening time at the latest.



## Base Openings, Delayed Openings & Closures



As a supervisor or Chain of Command, what are my responsibilities when it comes to Base closures, openings or delayed openings?

- Educate yourself on Base closures, openings and delayed openings by **reading and keeping the full FAQ document on-hand**;
- Have a **pre-storm plan and communications strategy** in place for your team;
- **Get to know your employees** to foster an environment in which they are comfortable raising their concerns with you;
- Be available to your employees by **sharing your contact information** prior to adverse weather conditions and **communicate with them in a direct, timely manner**;
- Leverage members' **work-from-home/remote work capabilities** where possible; and
- **Be flexible and understanding** of employees' needs and specific circumstances.



## Base Openings, Delayed Openings & Closures



**As a Defence Team member, what are my responsibilities when it comes to Base closures, openings or delayed openings?**

- Educate yourself on Base closures, openings and delayed openings by **reading and keeping the full FAQ document on-hand**;
- **Speak with your supervisor** prior to any inclement weather event if there are concerns with safe or timely arrival to work;
- Save the **storm line contact information** on your phone for quick access (CFB Halifax Storm Lines: 902-721-8325 / 902-706-7830; 12 Wing Shearwater Storm Line: 902-720-1305);
- Follow **CFB Halifax on social media** (Facebook @BaseHalifax, Twitter @CFBHalifax, and Instagram @cfbhalifax\_bfchalifax) for the latest storm updates; and
- **Do not take unreasonable risks.**